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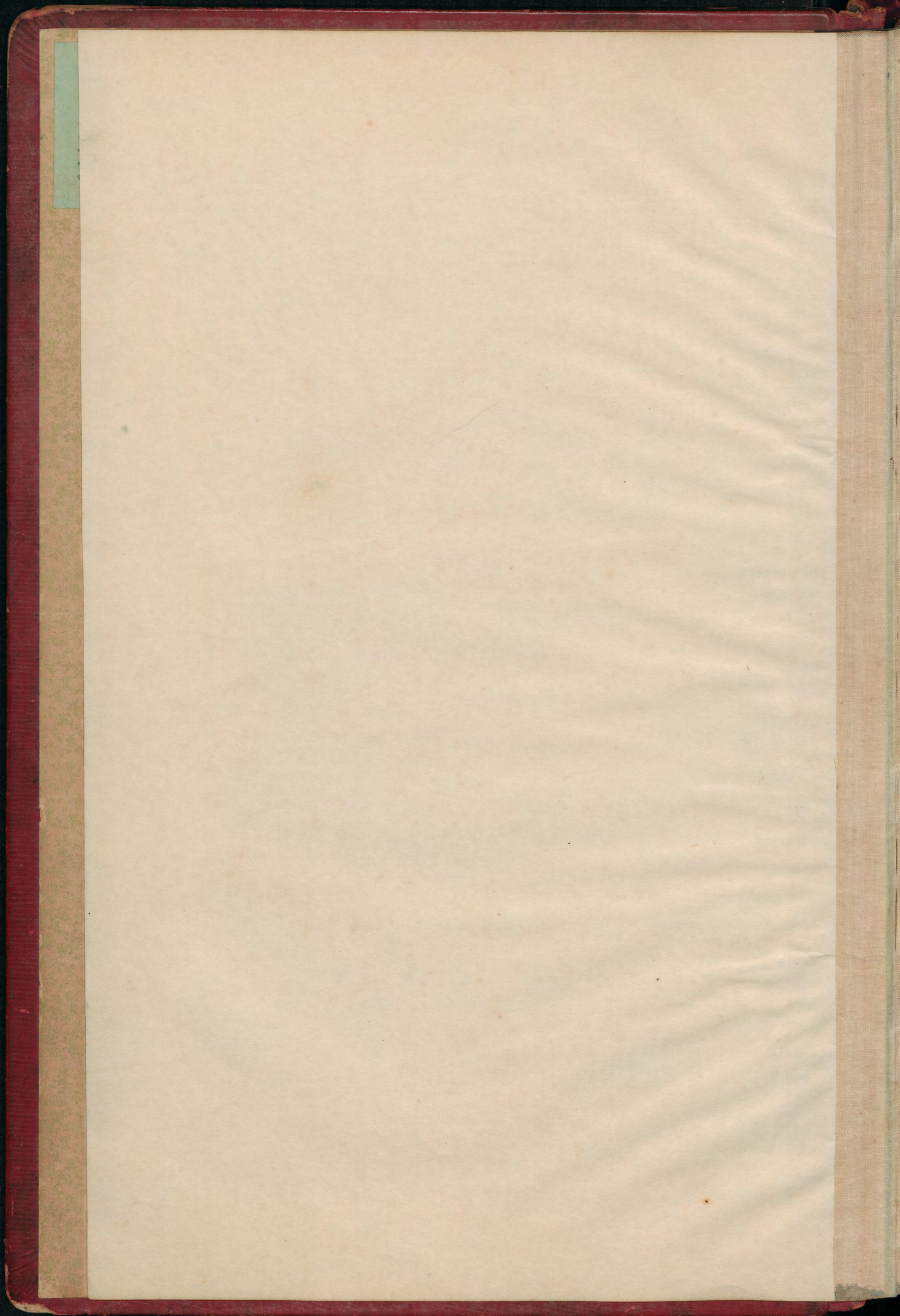
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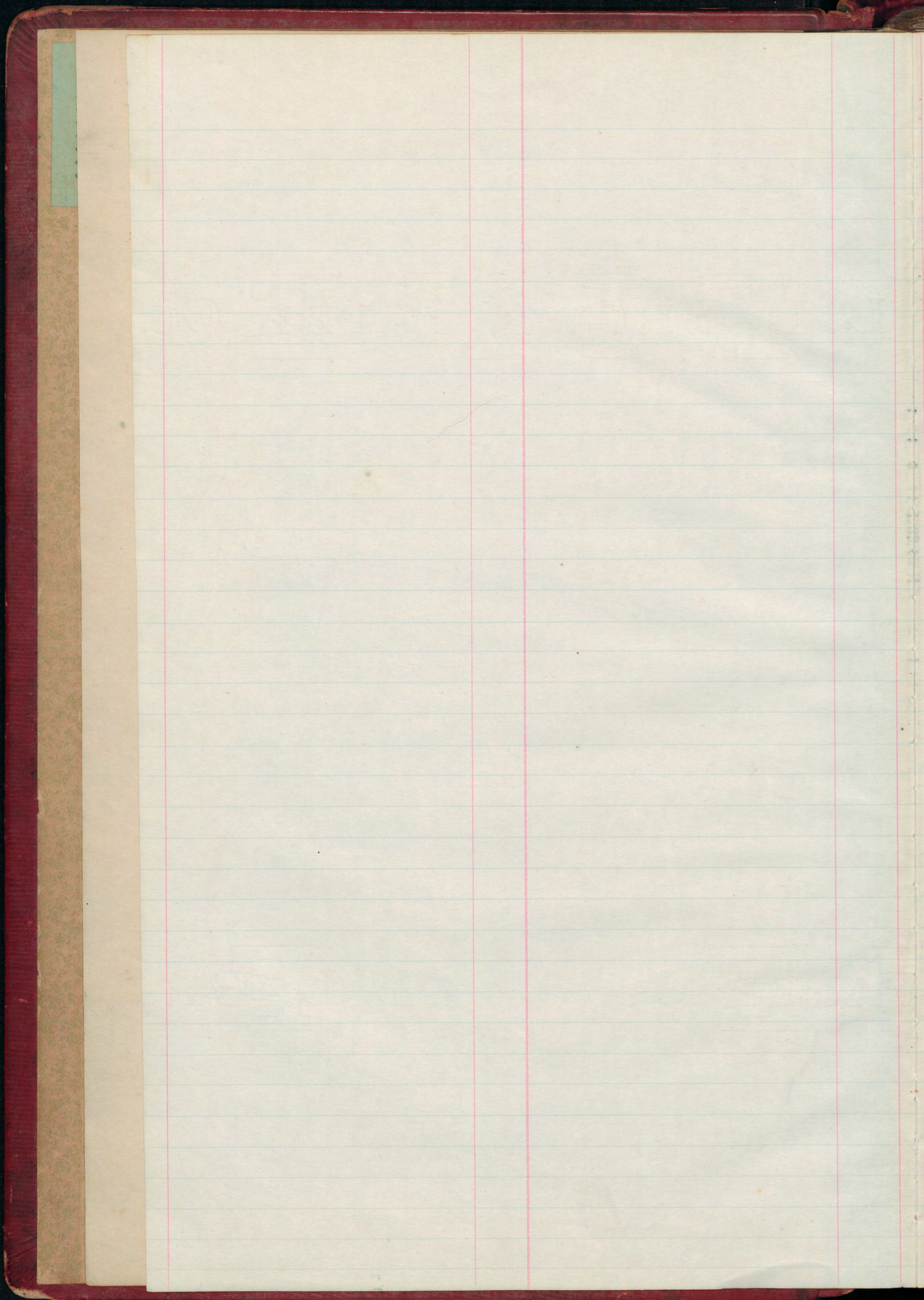
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March 1891

In response to a circular by the
Commissioner of the Board of Agriculture
of North Carolina dated March 18th 1891
I have the honor to acknowledge the receipt of
the same and to inform you that the
same has been forwarded to the
proper authorities for their consideration.

I am, Sir, very respectfully,
Yours truly,
J. H. ...
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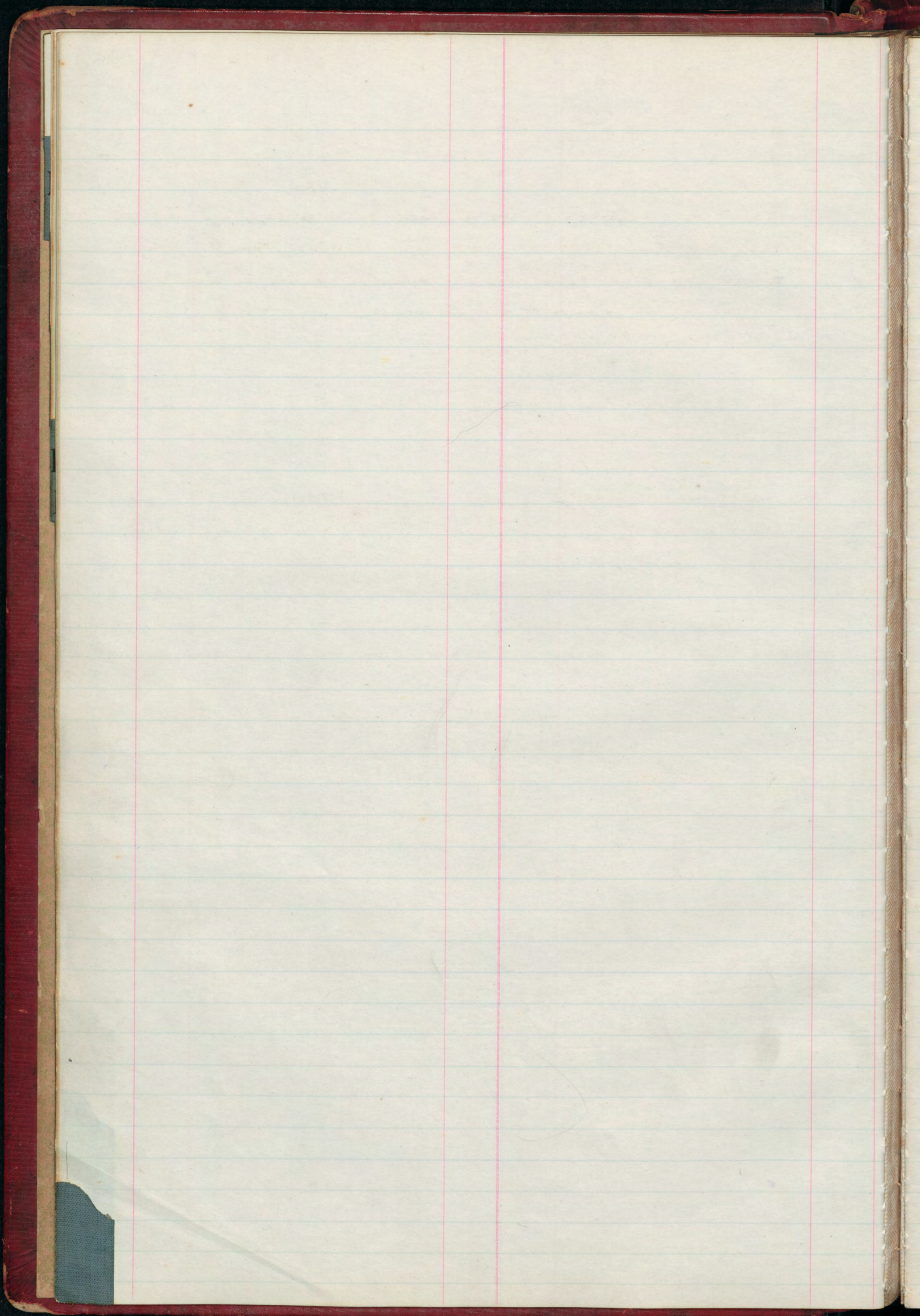
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March, 11th 1908.

In response to call issued by Hon. J. G. Joyner, Chairman Ex-officio, the Board of Trustees of the East Carolina Teachers' Training School met in Greenville, N.C. with the following members present.

J. G. Joyner, Chairman
Thos. J. Jarvis
John C. Parker
Ira F. Turlington
H. T. Ormond
C. W. Wilson

The oath of office was administered to the members present by D. C. Moore, Clerk of Superior Court for the County of Pitt.

On motion of Gov. Jarvis the Board goes into the election of a Secretary to the Board who shall be chosen from among the members of the Board of Trustees. Carried.

Gov. Jarvis nominates C. W. Wilson for Secretary. Unanimously elected by a viva voce vote.

H. T. Ormond moves that the Board go into the election of a Treasurer, who shall not be a member of the Board of Trustees, whose term of office shall be one year, and who shall be required to give justified bond in the sum of one hundred thousand (\$100,000⁰⁰) dollars distributed in one or more Bonding Companies; that the expense of bond shall be paid out of the funds of the school. Motion is carried.

On motion of H. T. Ormond Mr. R. J. Cobb of Greenville N.C. is unanimously elected Treasurer, his compensation to be fixed at subsequent meeting.

On motion the Board goes into the election of an Executive Committee.

The following nominations are made:

(over)

2/11/1908

Thos. J. Jarvis, Chairman

J. G. Joyner,

Y. T. Ormond

Unanimously elected, each one separately, by acclamation

✓ Ira T. Turlington moves that the compensation of the members of the Board of Trustees and of the Executive Committee be fixed at four dollars (\$4.00) per day for the members in attendance for the time the Board is in session, and the Executive Committee in special session, and actual traveling expenses including Railroad fare and lie-over expenses. Except that the Superintendent of Public Instruction shall receive only actual expenses. Carried.

Resolved: That the Treasurer be requested and authorized to advance the payment of the expenses of the Board of Trustees and of the Executive Committee of the Board out of any funds in his hands and that the receipted itemized accounts of each member of the Board and Executive Committee for such expenses shall be a valid voucher in his hands, and that the funds so expended by him out of the funds in hand shall be refunded to that fund out of the first appropriation for maintenance by the State when it shall come into his hands. Unanimously adopted.

Moved that the proposition of Buckenham & Miller, submitted by Mr. Buckenham, for the Landscape work on the grounds of the school as set forth in their proposition of March 9th 1908, herein recorded, at the price therein stated be accepted by the Board. Carried.

[The letter submitted by Mr. Buckenham setting forth their proposition and terms is given on page 3. — Sect.]

3/11/1908

H. BUCKENHAM & L. L. MILLER,
LANDSCAPE ENGINEERS,
346 BROADWAY,
NEW YORK.

March 9th 1908
Greenville, N. C.

Board of Trustees,
The Hon. Tho. J. Jarvis
Greenville, N. C.

~~Eastern~~ Carolina Teachers' Training School
"State Normal School Grounds"

Dear Sir, Gentlemen:

I agree to make you the following plans necessary for carrying out the above named School Grounds - viz:

My visit. preliminary sketches in pencil for your Board to act upon. A colored plan for reference at Board meetings. A working plan, showing the general design for the entire property, showing proposed location of buildings, roads, walks, planting spaces, proposed new grades for any surveyor to carry out the work from, or for any portion of the design to be carried out at any time. A planting plan giving the outlines of the planting spaces, location, number and variety of plants, for the sum of five hundred and seventy five dollars, ~~plus my travelling expenses for my visit.~~

\$575.00

Yours Resp:
H. Buckenham & L. L. Miller
H.B.

Gov. Jarvis moves that the Board go into the selection and employment of architect or architects to submit plans for the buildings working under the direction of the Board. Carried.

On motion of Gov. Jarvis Hook & Rogers of Charlotte N.C. and H. W. Simpson New Bern N.C. are unanimously elected associate architects for the plans and specifications and supervision of construction of the buildings.

3/11/1908

By motion the Executive Committee is authorized to proceed at once, in and through the architects, to procure plans and specifications for buildings and submit same to the Board for adoption, subject to call.

The Board adjourns subject to the call of the Chairman.

J. Y. Joyner, Chairman
C. W. Wilson, Secretary

The following resolution was also passed at the March 11th meeting.

Resolved: That the Treasurer be instructed to pay the purchase money for the site for the East Carolina Teachers' Training School as soon as sufficient funds come into his hands from sale of County or Town bonds after the title to same and the deed in accordance with the option and survey has been delivered and approved by W. F. Ormond and J. O. Carr, committee representing the Board of Trustees.

Carried by unanimous vote.

April, 16th 1908.

Board of Trustees of East Carolina Teachers' Training School meet in response to call issued by Chairman J. G. Joyner.

The following members present.

J. G. Joyner, Chairman.

Thos. J. Jarvis

Jno. C. Parker

Ira F. Turlington

W. T. Ormond

J. O. Carr

J. R. Baumerman

C. W. Wilson, Sect.

Oath of office administered to Messrs. Carr and Baumerman who were not present at former meeting.

The Secretary is instructed to file the original copies of Oath, as signed by members of the Board, with the records of the Institution.

The following is offered by Thos. J. Jarvis:

Resolved: 1. That the Treasurer of Board be requested and directed to divide the funds ^{of the Board} of the School which shall come into his hands among the Bank of Greenville, the Greenville Banking and Trust Company, and the National Bank of Greenville, and he is further directed, to require each Bank to deposit with him a sufficient security to cover the amount of deposit in such Bank, and he shall refuse to make any deposit in such Bank as may decline to furnish such security.

2. That he shall not be chargeable with any loss that may occur by the failure of the Bank of Greenville or the National Bank of Greenville if he shall require and receive the securities required in the preceding resolution.

3. That in consequence of the foregoing requirements the Bond of the Treasurer shall be fixed at \$50,000⁰⁰ in-

4/16/1908

stead of \$100,000⁰⁰ as heretofore ordered, that sum being deemed sufficient to cover any funds which may likely be in his hands at any one time.

Adopted by vote of Board.

Gov. Jarvis states that the Executive Committee has complied with instructions of last meeting.

Motion by Thos. J. Jarvis that the Board adopt as a whole the plans as submitted by the Architects and Landscape Architects. Carried.

Motion by Ira T. Turlington that steps be taken, without delay, for the erection of four buildings, viz. An Administration building, two Dormitories, and Refectory or Service Building as per plans of Architects. Carried.

Resolved: That the action of the Executive Committee in procuring the presence and services of Mr. Buckenham the Landscape Architect at this meeting of the Board at an additional cost of \$125⁰⁰ be and the same is approved and his entire compensation for the completed work is hereby fixed at \$700⁰⁰, and that the Treasurer is instructed to pay the same. Adopted by vote of Board.

Resolved: That all bills shall be approved by the Chairman of the Executive Committee before same are paid by the Treasurer. Adopted.

Messrs. Carr and Ormond, special committee appointed by the Board to investigate and pass upon the title and deed for the site of the East Carolina Teachers' Training School, offer the following report:

That after careful examination of the records we find the title to the site clear, and recommend that the purchase money be paid upon the execution and delivery of the deed.

Report adopted and payment ordered.

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Motion by J. O. Carr that the Executive Committee advertise for bids for the erection and equipment of the buildings named in former motion, same to be opened on June 2nd 1908, at 11 A.M. in Greenville at the office of Superintendent of Public Instruction for the County of Pitt, by the Executive Committee who shall have power to accept or reject any and all bids. And if no satisfactory bid is received then the Executive Committee may in its discretion proceed to purchase material and cause the said buildings to be erected under the direction of said Committee, or it may in its discretion re-advertise for bids in case all bids received at the time named shall be rejected by them, and that the Executive Committee is hereby authorized to push the work to completion as rapidly as is consistent with good workmanship after the acceptance of a satisfactory bid, if they shall re-advertise, and the execution of satisfactory contracts, and to have general supervision of the work. Carried.

Motion by C. W. Wilson that the Chairman of the Executive Committee be instructed to make arrangements and agreement with the Municipal authorities of the town of Greenville by which the water main shall be extended from the end of their line into the school grounds and that hydrants be located in accordance with the directions of the architects. Carried.

Ira T. Turlington moves that the Executive Committee be authorized to make inquiries and recommendations as to a suitable President for the Institution and report to the Board at some subsequent meeting. Carried.

Moved that the Executive Committee be given full authority to act for the Board in all matters pertaining to the interests of the East Carolina

4/16/1908

Teachers' Training School until the next meeting
of the Board. Carried.

Adjourned subject to call of Chairman.

J. M. Joyner, Chairman

C. W. Wilson, Secretary.

Dec. 31st 1908.

Board called to order by Chairman Jayner.
Following members present;

J. M. Jayner.

Thos. J. Jarvis.

M. T. Ormond.

Ira T. Turlington.

J. O. Carr.

Jno. L. Parker.

C. W. Wilson.

Report of Executive Committee submitted by
T. J. Jarvis, Chairman of Executive Committee was
read as follows:

Greenville, N. C.,
Dec., 31st 1908.

To the Board of Trustees of the East Carolina
Teachers' Training School:

At your meeting on March 11, 1908, you
elected Mess. Hook & Rogers, of Charlotte, N. C., and
H. W. Simpson, of New Berne, N. C., associate
architects for the buildings to be erected for said
school.

At the same meeting you elected the under-
signed, the Executive Committee of the Board, and
directed us to cause the architects to proceed
without delay in the preparation of plans and
specifications for the buildings, to be submitted to
a subsequent meeting of the Board.

At your meeting on April 16th the outlines
of these plans and specifications prepared by your
architects were submitted to you, and after a care-
ful examination, were accepted. At this meeting
you directed us to advertise for bids for the
erection of said buildings, and authorized and
directed us to proceed with the erection of the same.

We now have the honor to submit to you
a full and detailed report of our proceedings.

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Immediately after receiving your instructions we directed the architects to prepare full detailed plans and specifications of the four buildings, which you ordered to be constructed, to wit: the Administration building, two Sanitariums, and a Refectory.

We also made advertisement for sealed proposals for the construction of these buildings, and in these advertisements we gave notice that sets of these plans and specifications could be obtained by application to either of the architects, or that they could be seen at the office of Hon. J. M. Jayner, Raleigh, N. C., or at the office of Jarvis & Blaw, Greenville, N. C., and we further gave notice that these sealed bids would be opened in Greenville on June 9, 1908.

We made these advertisements in The Manufacturer's Record, in The Engineering Record, in The Raleigh News & Observer, and in other papers, with view of bringing the matter to the notice of responsible bidders.

In addition to these advertisements the architects sent notices to a number of well known contractors.

On the day for the opening of the bids, we had sealed bids from eighteen (18) responsible contractors, whose names, residence and bids are as follows:

1. George W. Wharton, Bellville, N. C. \$117,800.00
2. C. L. Johnson, Florence, S. C. 106,888.11
3. J. T. Hunt & Co., Greensboro, N. C. 104,108.00
4. Dean, Wilkins & Killette, Wilson, N. C. 101,504.00
5. Rhodes & Underwood, New Bern, N. C. 98,870.00
6. King Lumber Co., Charlottesville, Va. 97,950.00
7. Jno. T. Wilson, Richmond, Va. 96,000.00
8. W. B. Barrow, Raleigh, N. C. 92,000.00
9. Halliday & Crouse, Greensboro, N. C. 92,000.00
10. L. C. Thompson & Co., Charlotte, N. C. 91,000.00
11. Harwood & Moss, Newport News, Va. 90,887.00
12. Nicholas Ittner, Atlanta, Ga. 90,722.00

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| 13. | D. J. Rose & Co., Rocky Mount, N.C. | \$90,409.61 |
| 14. | J. C. Morris, Greensboro, N.C. | 89,317.56 |
| 15. | H. Underwood, Durham, N.C. | 89,252.91 |
| 16. | Whiting Law & Fries, Greensboro, N.C. | 87,230.00 |
| 17. | D. J. Phipps, Newport News, Va., | 82,900.00 |
| 18. | Building & Lumber Co., Greenville, N.C. | 81,529.87 |

It will be observed from the examination of these bids that the difference between the highest and lowest bid is \$36,270.13, and that the bidders came from Georgia, South Carolina, North Carolina, Virginia and New Jersey.

One of the conditions prescribed for the bidders was that each should deposit a certified check of one thousand dollars to comply with the other requirements prescribed by the committee, in case the bid was awarded to him.

All of the bidders deposited their check with their bids.

Another condition prescribed by the committee was that the successful bidder should enter into a written contract for the erection of the buildings according to the plans and specifications prepared by the architects, and that he should give a bond in the sum of one-third of the amount of his bid, as a guarantee, and that 20 per cent of his bid would be retained until the final acceptance of the work.

The Building & Lumber Company complied with all these conditions, and having made the lowest bid, the contract was awarded to that company, and it entered at once upon the work.

The bidding was all done upon a basis that the buildings were to be covered with slate roofs and tin valleys. About the time we were making the contract a representative of a clay-tile company visited us and offered special price for tile for the roofs of the buildings, if we would substitute that material for the slate.

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We asked the contractor, The Building and Lumber Company, for its lowest offer to change the buildings from slate to a tile roof. The contractor proposed to make this change for the additional cost of eleven hundred, one and ⁰⁸/₁₀₀ dollars (\$1,101.08), and to change from tin valleys to copper valleys for an additional cost of one hundred and eighty-eight dollars (\$188.00), and further additional cost of three hundred dollars (\$300.00) for paper to go under the tiling, making in all fifteen hundred, eighty nine and ⁰⁸/₁₀₀ dollars (\$1,589.08).

It is well-known that tile is the handsomest and most durable roofing, and that life of copper valleys is much longer than tin.

We think we acted wisely in making the change from a slate to a tile roof and from tin valleys to copper valleys, and we are sure the Board will approve our action when it examines the buildings.

The cost of making the change was insignificant in comparison with the great advantage in the tile roof over the slate roof.

We also advertised for sealed proposals for heating these four buildings, and on the 9th of June, 1908, we opened these bids also. The advertisements called for bids for steam heating. There were seven bidders for this contract, as follows:

1. J. W. Sargeant, Richmond, Va. - Paul System \$14,980; Webster System \$16,900.
2. L. Duckstein, Winston, N. C. - Paul System \$13,724; Webster System \$13,988.
3. Atlanta Steam Heating Co., Atlanta, Ga. - Paul System \$13,921; Webster System \$13,600.
4. Crawford Co., Winston, N. C. - Paul System \$12,699; Webster System \$12,827.
5. Langworth Co., Richmond, Va. - Paul System \$12,933; Webster System \$12,673.
6. American Machine Co., Charlotte, N. C. - Paul System \$10,896; Webster System \$11,952.
7. B. MacKenzie, Greensboro, N. C. - Webster System \$11,712.63.

After consulting with architects and hearing representations of the different systems, and some of the bidders explain the different systems, we adopted the Webster System and gave the contract for the heating to

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B. Mac. Kenzie, Greensboro, N.C., at the sum of \$11,712.63, which was the lowest bid for that system.

The bid for the construction of the buildings was so much lower than we had hoped to receive that we thought it advisable to award the contract for the heating also.

The plans we have adopted will necessitate a central power house and exclude any boilers or separate heating plants under any other buildings. A central plant is much more economical and reduces the danger of fire to a minimum.

The contract for heating provides that the heating plant shall be completed to the location of the central power house. The piping of the buildings and the large underground mains provide for enlargement of all buildings, and for the addition of new buildings, without tearing out any of the work installed under this contract.

So with the completion of the contract for construction and for heating we will have four beautiful buildings, equipped with all modern conveniences and improvements, ready for occupancy as soon as they are furnished and the central power house is completed and attached to the heating plant.

As the work progressed we found it advisable to make some further changes in the contract, but in every instance, we required the contractor to submit his proposal in writing with the cost of the same, which was submitted to the architects for their investigation and approval before it was passed upon by us. The bids were based upon a certain depth of excavation for the foundation of the buildings, which was prescribed in detail by the architects.

While the contractors were excavating for the foundation of the Administration Building, and reached the depth prescribed by the architects, they encountered a sandy, insecure foundation, which they promptly called to the attention of the architects and the committee.

We had a meeting with the architects, and after an examination concluded that it was necessary to

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put in a concrete foundation for this building. At the west end of the foundation for the building the contractors encountered a dark, quick-sand, and after an examination by the architects it was deemed absolutely necessary to drive piling at this point, in order to secure a safe foundation. A hundred large piles, averaging from 12 to 19 inches in diameter and 25 or 30 feet in length, were driven at this point. This piling, with the concrete foundation for the whole building, secured, in our opinion, a perfectly safe foundation. The cost of this extra work was \$1,755.

The bids were based upon yellow pine doors for the buildings. The contractors proposed to us to substitute birch veneered doors, with Kare locks, for the pine doors, and for the interior of all buildings, and a hard wood floor and finish for the main story of the Refectory, and to make this change in the doors and the finish of the Refectory for the sum of \$500. After consulting with the architects and an examination of the doors, and considering the sanitary advantage of a hard wood floor in the Refectory, we authorized the change, and we think that when you examine the doors and the floor finish of the Refectory, you will cordially approve our action.

The doors we have selected are not only beautiful, but are free from the swelling and shrinking of pine doors in our climate.

One of the architects has visited the grounds every week, and inspected the work done upon the buildings, and the material used, and in addition to this the Committee has made several visits of inspection, and we are glad to report that we believe that the architects and contractors have lived up to their contracts.

We believe, and are informed by the architects, that the contractors have used material fully up to that specified, and have done the work in a skillful, work-manslike manner.

We confidently believe that your inspection of

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the buildings will convince you that the State is getting beautiful buildings, constructed of good material, at small cost.

Indeed, we doubt if any public buildings have ever been constructed which surpass these in beauty and workmanship, at so small a cost.

In excavating for the basement of the Refectory, the contractors struck some springs, which made it necessary to use damp-proof in the basement walls, and an additional concrete foundation in the basement, and damp-proof paper also, in order to make the basement perfectly dry.

The additional cost thus entailed was \$585.

The site selected by the State Board of Education is rolling, hilly ground, which necessitated considerable grading for the preparation of the grounds, in accordance with the plans of your landscape architect. This grading was not included in the contract.

We advertised for bids for this grading, and the first bid was 25 cents per cubic yard, and then two other bids at 20 cents per cubic yard. But we finally made a contract for the grading at 15 cents per cubic yard, with a provision that the total cost should not exceed \$1,500. The grading has not been completed yet, and cannot be until the buildings are completed, and the grounds cleared of the building material.

The grounds are beautiful, and by proper improvement can be made as handsome as any school grounds in the State.

The grading, the location of the buildings, and everything done upon the grounds, is in accordance with the plans laid out by the landscape architect, selected by your Board, and improvements should be in accordance with these plans.

The town of Greenville laid pipe and water mains up to the school grounds. We continued the mains through the grounds, and these, together with the hydrants, were located according to the plans specified by the landscape

12/31/1905

architect. The cost of placing these mains and hydrants in the grounds was \$1,108.81. By placing these in the grounds in the beginning we have had protection against fire, as well as the use of water during the construction of the buildings.

Under their contract the contractors are required to pay, and have paid, for water used for construction purposes.

The plans for the Administration Building provide for basement rooms when they shall be needed, but the contract does not call for their present completion. As the excavation for the basement could be done very much cheaper now than after the building is erected, we thought it wise to have it done now. Hereafter when this basement is needed for Laboratory, or other purposes, it can be fitted up into commodious rooms at very little expense.

The cost of this excavation, 750 cubic yards at 15 cents per cubic yard was \$112.50.

Our expenditures already made and to be made to complete our contracts, are as follows:

Purchase of 47 $\frac{1}{2}$ acres of land at \$200 per acre	\$ 9,490.00
Fees of landscape architects	700.00
Contract for building, with additions as above	85,958.95
Excavating for basement of Administration Building	112.50
Contract for heating	11,712.63
For pipes, water mains and hydrants for grounds	1,108.81
Grading grounds	1,500.00
Architects fees for plans, specifications, supervision, etc., 5 per cent on cost of buildings, estimated in part.	5,000.00
Miscellaneous—Paper under finished floor of Refectory \$40 ⁰⁰ , door to basement of boys' Dormitory \$55 ⁰⁰ , and other miscellaneous items, including the expense of the Board's meetings, estimated at about	1,000.00

Receipts.

Appropriation by State	\$ 15,000.00
Appropriation by town of Greenville	49,000.00
Appropriation by county of Pitt	49,000.00
Total	\$ 113,000.00

12/31/1908

So our expenditures made and to be made, under the contracts already let, are estimated to be in excess of our receipts about \$3,000, but we have kept as nearly within the amount in hand as possible, and but for the unforseen trouble about foundations we could have come out about even; but when these elegant buildings are completed, under these contracts the balance upon them and the purchase of a most beautiful site of $4\frac{1}{2}$ acres will only be about \$3,000.

Into this magnificent educational plant, belonging to the State, the State has thus far invested only \$15,000.00. It only needs that a central power house and a moderate sized Infirmary shall be added, and that all shall be furnished, which we estimate can be done for \$50,000.00. The State will then own at Greenville an educational plant that will compare favorably in beauty and equipment with any to be found in or out of the State, at only a cost of \$65,000 to the State.

This result has been made possible by the unprecedented liberality of the citizens of Greenville and Pitt County, and by law bid of the Greenville Company for the construction of these buildings.

We are sure the Legislature will gladly make the necessary appropriations to furnish these buildings and to erect and equip the power house and Infirmary. With this done the school can be opened for work September, 1909, with accommodations for 300 students, which could not possibly be duplicated for \$200,000.

The Buildings are so located, planned and constructed that additions can be made at small cost and without marring the general plan, as the number of students may be increased and additional room may be needed.

We asked the architects to give us a detailed estimate of the cost of erecting the power house and Infirmary, and furnishing and equipping all the buildings ready for service. They have given us this estimate in detail, and we now give the Board a summary of these estimates, as follows:

116,000
50,000
166,000

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Bailer house and laundry, not including machinery and equipments	\$ 4,602.40
Infirmary	6,400.00
Power plant, laundry and ice plant	14,150.00
Sewerage, drainage, piping to buildings, and ground equipments.	5,965.00
Administration Building equipments	4,575.00
Refectory equipments	2,275.00
Sanitarium equipments	8,152.00
	\$ 41,419.40

These estimates do not include work that ought to be done upon the grounds, in the way of walks and other improvements, but it can be readily seen that the sum of \$50,000 will be needed to complete and equip the plant for work, and we recommend the Board to ask the Legislature to appropriate that sum.

There is a great need for this school and a great work for it to do. The weak point in our public school system is the lack of a sufficient number of trained teachers for our country schools. This institution will help to supply that want, and it well deserves the immediate and liberal support of the State.

The State creates and controls the public school system, and it is incumbent upon the state to furnish a sufficient number of trained, well-equipped teachers for these public schools, and that is the special mission of this institution. ||

In our opinion the State cannot make appropriations which in turn will yield larger and more beneficent results.

We estimate that there will be an attendance from two to three hundred students the first year. The most of these we apprehend will enter to become trained teachers, and under the act creating the school, they will pay no tuition. We are, therefore, of the opinion that at least \$25,000 per year will be needed for maintenance, and we recommend that the Board ask for that sum.

With \$50,000 for completion and equipments and \$25,000 per year for maintenance we believe this school will do a work for the State which will not be second in importance to that of any of her great institutions.

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We further report that we have examined the books and vouchers of the Treasurer, R. J. Cobb, to December 31st 1908, and find his books well kept and correct, and his report in accord with his accounts and vouchers.

Respectfully submitted,

Thos. J. Jarvis,

J. M. Jagner,

W. L. Ormond,

Executive Committee.

On motion of J. O. Barr the report of the Executive Committee was unanimously adopted by the entire Board, and the Chairman of the Board was unanimously instructed to submit the same to the Governor and the Legislature as the first report of the Board of Trustees.

J. O. Barr offered the following resolution, which was unanimously adopted:

A. Resolved that a committee of the Board of Trustees consisting of the Chairman of this Board, the Chairman of the Executive Committee and one other member to be named by the Chairman of the Board, be authorized and instructed to appear before the coming General Assembly or before the proper committee thereof, and present the claims of the ~~Eastern~~ Carolina Teachers' Training School with reference to the necessary legislation and appropriations for completing and maintaining the School; and that the Chairman of this Board call a meeting of the Trustees to convene in Raleigh sometime during the session of the Legislature, to attend to such business as may arise.

J. O. Barr was named as the third member of the Committee.

The Chairman of the Executive Committee submitted a verbal report in reference to the investigations made for a suitable president for the institution, and the Committee not being ready to make a definite recommendation, it was directed to continue its investigation.

The Executive Committee was authorized to examine

12/31/1958

and pass upon the books and vouchers of the Treasurer of the Board.

Thos. J. Jarvis, Chairman of the Executive Committee, was authorized and directed to prepare a bill to be submitted to the General Assembly, setting forth the needs of the institution.

There being no further business, the Board adjourned to meet again at the call of the President of the Board.

J. G. Joyner, Chm.
C. W. Wilson, Secy.

6/11/1909

June, 11th 1909

The Board was called to order by Chairman Joyner.
The following members present:

J. Y. Joyner, Chm.

F. J. Jarvis

Y. T. Ormond

J. B. Leigh

J. C. Parker

J. O. Carr

J. T. Turlington

J. R. Boumerman

C. W. Wilson, Secy.

On motion of Mr. Ormond the reading of minutes of previous meeting was dispensed with.

The report of the Executive Committee was read by Geo. Jarvis as follows:

Greenville N.C. June 11, 1909

To the Board of Trustees:

At your meeting Dec. 31st 1908 you passed a resolution requesting the Legislature to appropriate \$50,000⁰⁰ for the erection of two additional buildings, to wit: a Power House and an Infirmary, and for the equipment and furnishing of all the buildings, and the sum of \$25,000⁰⁰ per year for maintenance.

The request was communicated to the General Assembly through the report of this committee which was adopted by you and which was printed and circulated among the members.

A committee of the General Assembly visited and inspected the buildings and site on the 4th of Feb. 1909. This committee was well pleased with the location, the buildings, the work, and the future outlook of the school and so reported.

The Legislature in its final action made the appropriation asked for without any diminution except as the school can run only two or three months at most for the year ending Dec. 31st 1909 the appropriation

6/11/1907

for this part of a year was put at \$13,000.00

We desire to express our high appreciation of the liberal spirit exhibited by the General Assembly toward the school and we are sure the Legislature will contrive to make ample provision for it if you make of the school all that can be made of it.

We further report that the four buildings that were under construction when you visited them on the 31st of Dec. 1904 are about complete and we heartily commend the faithful work of architects and contractors done on these buildings.

Immediately after the adjournment of the Legislature your committee caused the architects to make plans and specifications for the Power House and the Infirmary, and your committee made advertisement for sealed proposals for the erection of these two buildings, and the equipment and furnishing of all the buildings. The Committee met in Greenville on the 4th day of May and continued in session three days opening these bids, hearing the suggestions of the numerous bidders, and inspecting the samples offered. The exhibit of samples of furniture displayed in the girls' dormitory where we required them to be put would have done credit to an exhibit at a State Fair.

After considering all the bids and taking the lowest where it could be safely done, we let out contracts as follows:

- R ✓ For the completed sewer and under drainage system we let the contract to J.M. Johnson of Raleigh at the sum of \$3,150⁷⁰ his being the lowest bid.
- R The contract for the Power House and the Infirmary was let to the Building and Lumber Company at the price of \$13,550.00, that being the lowest bid.
- R The contract for the Boilers, Engines, Dinamos &c., exclusive of the piping, was let to F.B. Whitted & Co., of Charlotte, N.C. at the sum of \$7500.00, the committee reserving the right to require the contractor to put in the piping so as to make the plant complete for

6/11/09

an additional sum of \$1000⁰⁰.

R The contract for 120 Dressers, Wash Stands and tables was awarded to the Peoples' Furnishing Co. of High Point, N.C. for \$14⁰⁰ a set.

R The contract for 240 iron Bedsteads and Springs was awarded to J. S. + J. R. Moyer of Greenville N.C. for \$6⁰⁰ each, and 240 mattresses and pillows was awarded to Sydnor + Hurdley of Richmond Va. for \$8⁰⁰ a set, but the mattress is made in Raleigh N.C. and is known as the Raleigh Mattress.

R The contract for 120 toilet sets for rooms was let to the Peoples' Furnishing Co. of High Point, N.C. for \$1⁹⁵ per set.

R The contract for 20 doz. dining-room chairs and 20 doz. bed-room chairs was awarded to Ford + Johnson of Chicago for the sum of \$31⁰⁰ for one doz. of each.

not in report A contract was made with Gaft + Boyd of Greenville for 240 rugs at 99¢ each and shades for the windows all complete for the sum of \$485⁶⁵

R For chairs for Auditorium the contract was awarded to Eugene Riley for the American Seating Co. at the price of \$1⁵⁰ per chair set in Auditorium.

The heating of the Infirmary was awarded to B. H. Kingie for the sum of \$1684⁰⁵. Exec. Com. Minutes \$17 has 1694.05

The contract for Laundry Machinery was awarded to American Laundry Co. for the sum of \$1848⁰⁰.

Thos. J. Jarvis, for Committee

Following the general report of the Executive Committee Gov. Jarvis, Chm., asked Mr. J. Y. Joyner to make the report for the Ex. Com. in regard to the Presidency of the Institution.

Mr. Joyner reports as follows:

After a thorough investigation the Committee reports favorably to the Board, the name of Mr. Robt. H. Wright of Baltimore, Md. as a suitable man for president.

Mr. J. B. Leigh moves that Mr. Robt. H. Wright of Baltimore, Md. be elected President of the East Carolina Teachers' Training School for one year at a salary of \$2,500⁰⁰ per annum with the home in boys dormitory, water, heat, and lights furnished, and travelling

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expenses when out in the interests of the Institution.

Mr. Wright is unanimously elected president.

On motion of Mr. G. F. Ormond, Mr. J. O. Carr is appointed a Committee of one to invite Mr. Wright to come into the meeting of the Board for consultation.

On motion the Ex. Com. and the Secretary of the Board were instructed to go over the applications on file with a view to making some recommendations in regard to the election of a faculty.

After the report of this Com. Mr. J. O. Carr moved that Miss Mamie E. Jenkins be elected as Professor of English, Miss Sallie J. Davis as Professor of History, and Miss Maria D. Graham as Professor of Mathematics at a salary of \$800⁰⁰ each per year payable in twelve equal monthly instalments, and that all the heads of departments ~~may~~ be filled by ladies receiving \$800⁰⁰ per year. That the Ex. Com. and the President obtain information as to other teachers for the other positions and make recommendations to a meeting of the Board, to be called by Chairman.

The motion was seconded by Mr. Ira F. Furlington and carried unanimously.

Mr. J. O. Carr moved that Mr. C. W. Wilson be elected as Assistant in the department of Pedagogy with the additional duties of Bursar and General Business Manager at a salary of \$1500⁰⁰ payable in twelve equal monthly instalments. Provided, however, that he shall work for the school under the direction of the Ex. Com. until Jan. 1st 1910 at a salary of \$125⁰⁰ per month.

The motion was carried unanimously.

There being no further business the Board adjourned.

J. G. Jayner, Chm.
C. W. Wilson, Secy.

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Aug. 6, 1909

The Board was called to order by Chm. J. G. Joyner

The following members were present.

J. G. Joyner Chm.

T. J. Jarvis

J. B. Leigh

J. R. Baumerman

J. C. Parker

R. B. White

Y. F. Ormond

J. F. Turlington

The Board takes up the question of election of Teachers.

Pres. Wright recommends the election of Miss Birdie McKinney as teacher of Latin. On motion of Gov. Jarvis Miss McKinney is unanimously elected at a salary of \$800.00.

Pres. Wright recommends the election of Prof. Herbert E. Austin of Baltimore as teacher of Science. On motion of Gov. Jarvis Mr. Austin is unanimously elected at a salary of \$1700.00.

Pres. Wright recommends the election of Prof. W. H. Ragsdale as a member of the faculty as Lecturer on Public School Administration. On motion of R. B. White Mr. Ragsdale is unanimously elected and to receive as compensation \$500.00 per annum and travelling expenses whenever he is in the field in the interest of the Institution.

Following Pres. Wright's recommendation Y. F. Ormond moves that Mrs. Kate R. Beckwith be elected Lady Principal at a salary of \$800.00 with room, water, light, heat, board, and laundry during the school term.

The Board passes a resolution authorizing Pres. Wright to employ a stenographer for the school at a salary of \$50.00 per month.

On the recommendation of Pres. Wright the Board authorizes the Executive Committee to employ a Music

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Teacher when a suitable one can be found. Also to fix the salary for his services.

The Board further instructs the Ex. Com. to employ such other teachers as the school may demand, as the year advances, for full time or part time as the demands of the school may call for, and also to fix the salary for service in each case.

The Board, on motion, referred the question of fixing of terms and conditions for admission of Day Students to the Ex. Com. ^{& Pres. Wright} for settlement.

On motion the Chm. of the Ex. Committee and Pres. Wright are authorized, to employ an Engineer and an assistant engineer and to fix salaries of same.

Moved by Gov. Jarvis that those things in the Prospectus relating to the terms, admission of students &c be adopted and approved by the Board. Motion was carried.

The Board orders by unanimous vote that the scholastic year and salaries of officers and teachers of the school shall begin on Sept. 1st of each year.

The following communication was read to the Board.

Greenville N.C., 8/6/09.

Board of Trustees, East Carolina Teachers Training School,
Greenville, N.C.

Gentlemen:

We have now completed the four original buildings at the Training School, and we respectfully ask that you accept these buildings and give us final certificate

Yours truly,

The Building and Lumber Co.,

Per. G. V. York, Treas. & Mgr.

On motion of Mr. Turlington the Executive Committee is authorized to receive the work of all contractors when satisfactorily completed in accordance with the terms of the contracts, and approved in all respects by the architects, and to settle with contractors according to the terms of their respective contracts.

Gov. Jarvis moves that the Building and Lumber Co. be allowed \$250.00 reimbursement on account of an error made in estimating the cost of changing from slate to tile

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roof. Motion was carried.

The Executive Committee submits the following report.

To the Board of Trustees of the East Carolina Teachers' Training School:-

We the undersigned Executive Committee of the said school beg leave to report that we have examined the Books and Vouchers of your Treasurer, R. J. Cobb, and find the books well and accurately kept and the items accounted for by proper Vouchers.

The Treasurer's Books show:

Receipts to December 31 st 1908	\$ 113,000.00
" December 31 st to Aug. 4, 1909	<u>30,000.00</u>
Total receipts to Aug. 4, 1909	\$ 143,000.00
Disbursements to Dec. 31 st 1908	\$ 79,182.74
" Dec. 31 st to Aug. 4, 1909	<u>44,830.73</u>
Total disbursements to Aug. 4, 1909	\$ 124,013.47
Balance to credit of School Aug. 4, 1909	\$ 18,986.53

Respectfully submitted and signed by

F. J. Jarvis, Chm. }
 J. F. Joyner } Ex. Com.
 G. T. Ormond }

On recommendation of the Ex. Com. in accordance with an agreement on the part of Gov. Jarvis the Board makes an extra allowance of \$ 150.00 to Johnson & Johnson for extra cost in producing brick for the Administration Building in compliance with the demands of the Com.

Motion by Gov. Jarvis that the compensation of Mr. R. J. Cobb as Treasurer be \$ 900.00 for his entire services from the time of his election up to the expiration of his term of office, Oct. 1st 1909. Motion carried.

Mr. Ormond moves that Gov. Jarvis be instructed to notify the contractors who furnished the Dressers, Wash-stands, and tables for the bed-rooms that their furniture will not be accepted on account of defects as per architects' indictments.

Motion carried.

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Pres. Wright recommends that the employment of minor help, such as the kitchen force, janitor, and dormitory help, be placed in the hands of the President and C. W. Wilson ^{with power to act.} ~~subject to the~~ approval of the Chm. of the Ex. Com. So ordered.

Pres. Wright recommends the adoption of certain Rules and Regulations given below. On motion of Mr. White the Rules and Regulations as follows were adopted by a unanimous vote of the Board.

Rules of the Board of Trustees of the East Carolina Teachers' Training School.

Article I

Tuition.

1. There shall be a charge of Forty-five (\$45.00) Dollars per school year for tuition for all students who do not agree to teach for two years after leaving the school.
2. Those students who receive instruction in Instrumental Music shall pay Forty-five (\$45.00) Dollars per year for instruction and for the use of the instrument. If special lessons are given in Vocal Music there shall be a charge of Thirty-six (\$36.00) Dollars per year for the same. (changed to \$45.00 as just now at a subsequent meeting. P.M.W.)
3. Payments for Tuition, Board, Laundry, and other expenses shall be quarterly in advance as follows:
On Entrance. December 1st. February 1st, & April 1st.
(at the beginning of each quarter)

Article II

Teachers.

1. Teachers shall not be absent from school except on account of sickness, or when leave has been obtained from the President.
 2. There shall be no loss of pay to any teacher when leave of absence has been obtained from the President. Provided, however, that leave of absence shall not be granted for a period longer than seven school days.
1. If, however, absence from the school is due to personal illness there shall be no loss of pay to any teacher so detained for a period of two weeks. If the illness be protracted longer than two weeks said teacher shall lose one-half pay for the time over and above the first two weeks. At the end of three months said teacher's salary shall cease. Teachers may be absent without

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loss of pay when there is a contagious or infectious disease in the house in which the teacher resides.

But the Ex. Com. is hereby vested with power to make such modification of these rules as may seem just and right in special cases.

Article III

1. The Bursar shall be the Treasurer for the school. He shall receive and disburse all funds connected with the Institution in any way whatever. He shall keep an accurate account of all moneys received and paid out. He is authorized to make sight draft for all accounts not paid when due. The Bursar's Books shall be audited semi annually by a committee of the Board. He shall be required to give bonds in the sum of \$20,000.00, said Bond to be paid for by the Board.

Term of office as Treasurer shall begin Oct. 1st 1909.

The Rules as above recorded were adopted by unanimous vote of the Board.

On motion of Gov. Jarvis Dr. Chas. O'H. Laughlinhouse was elected school physician, the terms of his service and compensation to be fixed by Pres. Wright and Chm. of the Executive Committee.

There being no further business the Board adjourned.

J. G. Joyner, Chm.

C. W. Wilson, Sect.

11/13/1909

Nov. 13, 1909

The Board met at the home of Gov. T. J. Jarvis. The following members present.

J. Y. Joyner, Chm.

T. J. Jarvis

Y. T. Ormond

J. T. Turlington

J. R. Baumerman.

At the request of the Chairman Mr. H. W. Simpson makes report on Buildings for the Architects, in which they recommend that the Infirmary and Power House be received and balance due as per terms of contract be paid. They also recommend the payment of certain extras allowed on said buildings and Refectory.

Mr. Turlington moved that upon the report of the Architects that the work has been completed, having been inspected and received by them, that the balance due on the Infirmary and Power House, including \$150.70 for extras ordered and approved by the Architects, be paid the contractors, The Building and Lumber Co. of Greenville, and that the Secretary of the Board and the Architects be instructed to compare carefully the payments made from time to time on these buildings with the contracts and ascertain the exact amount now due and to be paid, recording the same in the records of the Board.

It is further ordered that vouchers be drawn in favor of the Building and Lumber Co. in payment of the amount thus ascertained to be due.

The motion carried.

In the question of discipline in the case of Miss Annie A. White of Coleraine N.C. Pres. Wright was asked to state the facts in the case, whereupon he read the recommendations of the Faculty (as recorded in the Minutes of the Faculty Meeting Nov. 2nd) submitted to the Ex. Com., and recited further details. Then Mr. Ormond stated the action of the Ex. Com. which was in support of the Faculty recommendation.

Moved by Mr. Turlington that the Board concur in the action of the Faculty in the case of Miss Annie A. White of Coleraine, N.C., and that the President and his faculty are hereby em-

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powered to take final action in future cases of discipline. This motion carries with it the consent of the Board for the faculty to reconsider their action in this particular case if they so desire after this lapse of time with the assurance that the Board concurs in their action.

Motion was carried by unanimous vote.

Moved that former Treasurer, R. J. Cobb, be directed to render statement to Ex. Com. showing amount of money now in his hands due the East Carolina Teachers' Training School, and that upon the ascertaining by the Ex. Com. of the amount due by said Treasurer Cobb, that he be and is hereby directed to turn over same to the new Treasurer, C. W. Wilson, on or before the 30th day of Nov. 1909, and that the said Treas. C. W. Wilson be authorized and directed to receive any and all money due said school from this date, Nov. 13th, and that the Secretary of this Board be instructed to communicate this action to Mr. R. J. Cobb.

Motion was carried.

Resolved: That for the purpose of preserving the privacy of the school grounds and premises and for the purpose of maintaining a proper discipline in the school the President shall have the right and authority to make such rules and regulations as may be necessary. And that the Board of Aldermen of the city of Greenville be requested to pass such ordinances as may be necessary to enable the President to enforce said rules and regulations.

The resolution was passed unanimously.

It was ordered on motion of Mr. Furlington that the President be authorized to purchase the necessary electrical clocks and programme arrangements on the best terms possible and have same installed.

Motion carried.

On motion the President and faculty are authorized to prepare and inaugurate at such time as they deem necessary such short courses for Public School teachers as in their opinion will best subserve the interests of these teachers and the Institution.

Motion carried.

It is ordered that when a student leaves the school without a

11/13/1909

valid reason no deductions shall be made from the charges for that quarter in which he leaves.

The Board adjourned.

J. Y. Jayner, Chm.

C. W. Wilson, Sect.

Dec. 1, 1909

In compliance with the instructions above I have checked up the payments made by Treasurer Cobb to the Building and Lumber Co., Contractors, for building the Power House and Infirmary and find as follows:

Amount of Contract	\$13,550.00
Amount of Extras (ordered and approved)	150.70
Total of Contract and Extras	<u>\$13,700.70</u>

Payments

July, 2, 1909	\$4,700.00
Aug. 2, "	3,050.00
Sept. 2, "	3,000.00
Nov. 15, "	<u>2,950.70</u>
Total Payments	\$13,700.70

Respectfully submitted,

C. W. Wilson, Sect.

6/22/1910

June 22, 1910

The meeting was called to order by Chairman J. Y. Joyner.
The following members were present:

J. Y. Joyner, Chm.

T. J. Jarvis

J. C. Parker

R. B. White

Y. T. Ormond

A. M^cDowell.

The report of the Executive Committee as the record stands in their minutes was read by the Sect. of the Com. Y. T. Ormond.

Hon. T. J. Jarvis made further verbal report of the financial condition, explaining that quite a number of additions had to be made to the plant in order to do efficient work and to meet the demands of the student body already registered in the school.

A. M^cDowell moved that the action of the Executive Committee up to date be approved by the Board.

Motion carried.

The Bursar submits only an approximate report which was discussed in a general way. (Bursar unable to make full report on account of full recitation work in Teachers' Summer Course)

President Wright submitted his report as follows:

To the Board of Trustees,
Gentlemen:

I submit to you herewith our first annual report.

October 5th 1909 The East Carolina Teachers' Training School for the first time opened its doors for students. During the first year we have given a course of instruction in each of the following subjects: English, History, Science:— Geography and Chemistry, Pedagogy, Psychology, Mathematics:— Arithmetic, Algebra and Geometry, Latin, Drawing, Music:— Sight Singing, Instrumental Music and special lessons in Voice, and Household Economics.

This constitutes the work done by the students who took the regular course in the school. For this course of instruction we enrolled one hundred and forty-two students. These students were

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divided into three classes.

Beginning with March 15th the school opened its doors to people who had been engaged in the profession of teaching during the present school year. For this spring and summer course for teachers the following subjects were offered: English, Mathematics, Pedagogy, History, Geography, School Management, Agriculture, Drawing, Music, and Household Economics, and Primary Methods.

This term of the school was divided into two sessions of ten weeks each. For the first term we enrolled thirty-two students. For the second term to end July 30th we have enrolled, to date, two hundred eighty-eight. The total enrollment of students for the school is 430. This enrollment means that 430 people have been in attendance upon the school.

Three Counties in North Carolina have sent their teachers to our school in lieu of a County Institute. Many of the students who entered for the summer course intending to remain but four weeks have decided to remain through the entire term.

During the year including the Summer School 39 Counties in North Carolina and five states have had students in the school.

For the work of the school next year we submit to you the following Courses of Study with the recommendation that they be adopted.

Academic or Preparatory Courses.

First Year

First Quarter	Second Quarter	Third Quarter
Math.— Arith. or Algebra	Math.— Arith. or Algebra	Math.— Arith. or Algebra
English.— Reading	English.— Literature, Composition	English.— Gram.— Orthography
History.— Ancient	History.— Ancient	History.— Ancient
Science.— Elementary Physics	Science.— Physiography	Science.— Physiography
Latin	Latin	Latin
Music + Drawing	Music + Drawing	Music + Drawing.

Second Year (see next page)

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Second Year

First Quarter	Second Quarter	Third Quarter
Math. - Alg. or Plain Geometry	Math. - Alg. or Plain Geometry	Math. - Alg. or Plain Geometry
English - Rhetoric	English - Literature, Composition	English - Literature, Composition
History - Mediaeval	History - Modern Europe	History - Modern Europe
Science - Chemistry	Science - Chemistry	Science - Chemistry or Physics
Latin	Latin	Latin
Music + Drawing	Music + Drawing	Music and Drawing

Professional Courses

Junior Year

English - Literature, Reading	English - Literature, Reading	English - Literature, Grammar
History - American with European Background	History - American	History - American with Special Method in Civics.
Science - Biology, El. Zoology	Science - Biology - Physiology - Hygiene	Science - Biology (Botany)
Pedagogy - The Teaching Process.	Pedagogy - The Teaching Process.	Pedagogy - El. Psychology and Child Development.
Music + Drawing	Music + Drawing	Music + Drawing.

Senior Year.

(4) English - Literature, Composition	English - Literature for Children of Int. + Gram. Grades (4)	English - Composition, Gram. + Rhetoric for Elementary Schools.
(4) Math. - Percentage, Measurement	Math. - Business Arith. + Bookkeeping (4)	Math. - Method in Arith. for Int. and Gram. Grades
(5) Science - Geog., Home Economics	Science - Geog., Home Economics (5)	Science - Agriculture, Home Economics
Pedagogy - El. Psychology, (4) Primary Methods (3)	Pedagogy - Principles of Teaching (4) Primary Methods (3)	Pedagogy - School Management, School Hygiene, School Law.
Music and Drawing	Music + Drawing	Music + Drawing

Senior or "A" Class - 1910-1911.

English - Literature, Reading (5)	English - Literature for Int. + Gram. Grades.	Eng. - Composition, Gram., Rhetoric for Elementary Schools.
Science - Geog., Home Economics (5)	Science - Physiology, Home Econom.	Science - Agriculture + Home Econom.
Pedagogy - To be determined (5) Primary Methods (3)	Pedagogy - Primary Methods.	Pedagogy - School Management, School Hygiene, School Law.
Drawing	Drawing	Math. - Special Method in Arith. for Elementary Schools.
Music	Music	Drawing + Music

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One Year Course for Teachers of Rural Schools.

First Quarter	Second Quarter	Third Quarter
Math - Arithmetic (4)	Math. - Arithmetic (4)	Math - Arithmetic (4)
English - Reading, Literature re- quired in grades 4-7, (3) + Composition, oral & written reproduction of stories (1)	English - Reading, Literature re- quired in grades 4-7. (3) Composition, oral & written re- production of stories (1)	English - Gram. (Hyde's Booklets) (4) History - N. C. History (3) Civil Government (1)
History - United States, (4)	History - United States (4)	Science - Agriculture (3) Home Science (1)
Science - Geog. (4) Home Econom. (1)	Science - Phys. (4) Home Science (1)	Pedagogy - School Management (2)
Pedagogy - The Teaching Process (5)	Pedagogy - The Teaching Process (3)	Primary Methods (3)
Music + Drawing.	Primary Methods (2)	Music + Drawing
Spelling if necessary.	Music + Drawing	Writing ?
	Writing ?	

From this course of study it is apparent that we recommend, first, that a two years ^{preparatory} course be offered, open only to those students who do not have access to a high school, but who desire to attend a school to prepare themselves for the profession of teaching. Second, that a two years course be given to those students who have satisfactorily completed the course of a public high school having a course of instruction approved by the Dept. of public instruction of the state of North Carolina. Third, that a one year's course be offered to those people holding a County Depts. certificate; this course to be offered to a limited number of students who wish to prepare themselves for teaching in the rural schools of North Carolina. Fourth, for those students in the advanced class in the school this year who successfully complete the course of study herewith submitted to you (outlined for their work next year) we recommend that these students be given a certificate of graduation.

We also recommend that those students who take our spring and summer courses, also those students who take the one year course for rural teachers, if they have scholarship equivalent to that required for graduation from a state high school, be given credit for the work done, and if this work is prescribed in our regular course that it count for them toward the school certificate, provided they return to the school within two years and continue their studies.

Equipment.

The school is equipped with dormitory space for two hundred and twenty-four students. In the administration building we have the necessary equipment for class room work in several rooms.

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These rooms have been furnished with two kinds of seats, the tablet arm chair and the stationary seat. Each of these is satisfactory though the stationary seat has given the greater satisfaction. The blackboard space has been sufficient for the work this year. We have seven pianos and have found it necessary to use them all. The department of music has been self sustaining. There are many things that we need in the way of additional equipment, such as a Library - both shelves and books - and additional maps &c, but I presume you will wish to have a meeting in the fall to take up these matters.

The dining room, laundry, and heating plant have given very satisfactory service. The turbo and generator have not given satisfactory service.

The equipment we have is of the best type, the idea being, that a Training School for teachers should also be a model school, not only in class room work but in equipment.

Officers and Teachers.

During the past year the school has employed the following officers and teachers with the salaries attached.

Robt. H. Wright, President, \$2500⁰⁰ house, light, & heat.
 Mrs. Kate R. Beckwith, Lady Principal \$800.00 and living expenses.
 Miss Sallie Joyner Davis, Teacher of History \$800.00
 " Mamie E. Jenkins " " English \$800.00
 " Maria D. Graham " " Mathematics \$800.00
 " Birdie M^c Kinney " " Latin \$800.00
 " Fannie M. Bishop " " Music \$800.00
 " Annie L. Davis Assistant in " \$50.00 per mo. for time served.
 " Kate W. Lewis Teacher of Drawing, part time \$40.00 per month
 Mrs. Jennie M. Ogden, Teacher of Household Economics & Supt. of dining room and kitchen \$500.00
 Miss Mary Jones, Housekeeper, (resigned) \$25.00 per month.
 " Emma R. Jones, Stenographer, \$600.00
 Herbert E. Austin, Teacher of Science \$1700.00
 W.H. Ragsdale, " " School Management and Administration \$500.00
 G.W. Wilson Bursar, \$1500.00

Teachers for the Summer School. Salaries attached are for the ten weeks service.

E.W. Knight, Teacher of History \$150.00 and board.
 Leon R. Meadows " " English \$200.00

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Miss Mary Arrington, Teacher of Primary Methods,	\$ 225.00
" May R. B. Muffly, Teacher of Music	\$ 150.00
" Kate W. Lewis " " Drawing	\$ 40.00 per Mo.
" Mittie Beaman, Housekeeper + Nurse	\$ 25.00 " " + Board.
" Fannie M. Bishop, Teacher of Music to remain as long as needed.	

Mrs. Beckwith, Miss Graham, Mrs. Ogden, Messrs. Wilson and Austin, regular teachers of the school, to be paid for two and one half months additional salary for work in the summer school.

We recommend that the following officers and teachers be retained in their former positions at the salary paid for their services last year:

Mrs. Kate R. Beckwith

Miss Sallie J. Davis

" Mamie E. Jenkins

" Fannie M. Bishop

" Maria D. Graham

" Birdie McKimley

" Kate W. Lewis

" Emma R. Jones

Mr. W. H. Ragsdale

Mr. Herbert E. Austin as teacher of Science at a salary of \$ 2000.00

" L. W. Wilson " " " Pedagogy + Bureau " " \$ 1800.00

" Leon R. Meadows " " " English (Head of the Department) at a salary of \$ 1500.00

That a teacher of Primary Methods be elected at a salary of -----

That Miss Mittie Beaman be elected as Hospital Attendant at a salary of \$ 360.00 per year and living expenses.

That a Housekeeper be elected at a salary of -----

That some provision be made for maintaining a grade of students in the school to be used for practice and observation work for the members of the school taking professional training.

That you elect a Secretary at a salary of -----

By authority of the Board, the Chairman of the Executive Committee and the President of the School were authorized to employ such other help as was necessary to properly run the school, such as cook, engineer, assistant engineer, and day labor. Through the aid invested by the Board, a very efficient corps of help has been employed.

When we review the year's work and note the spirit that domi-

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noted the student body and the spirit and co-operation in work on the part of the officers, teachers, and employees of the institution we feel that the first year of the school has been remarkably successful.

Respectfully submitted

Robt. H. Wright, President.

P.S. It is further recommended that you employ a woman to teach school music.

The president's report above was taken up, discussed and passed upon by sections with the following actions to be recorded.

Moved by Gov. Jarris that the Course of Study as submitted by Pres. Wright be adopted. Motion Carried.

On motion of Mr. Trunant the recommendation that credits be given to the members of the summer school who completed the summer course satisfactorily were adopted.

Resolved that it is the sense of this Board that no additional equipment be purchased unless an emergency should arise at the opening of the fall term; rendering it a dire necessity to have such equipment to meet the demands of the students in attendance.

On motion the salary of Miss Sevier, teacher of Drawing, was made \$66²/₃ per month for the summer term.

Moved by Mr. Trunant that the recommendation of Pres. Wright in regard to teachers be adopted and that the teachers be re-elected at same salaries as were last year. Carried.

On motion of Gov. Jarris, H. E. Austin was re-elected teacher of Science at a salary of \$2000.00 and C. W. Wilson teacher of Pedagogy and Business at a salary of \$1800.00.

Moved by Gov. Jarris that Zion B. Meadows be elected head of the department of English at a salary of \$1500.00. Motion Carried.

Mr. White moved that the recommendation

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of the President in regard to Primary methods be adopted. Motion Carried.

On motion, Miss Mittie B. Beaman was elected Supt. of the Infirmary at a salary of \$360⁰⁰ and living expenses.

Moved by Gov. Jarvis that the President be authorized to confer with Mrs. Egden and convey to her the unanimous desire of the Board that she remain with us and that Mrs. Wright be authorized to offer her the salary of \$800⁰⁰. If she still declines to accept, then the Executive Committee and President shall fill the vacancy. Motion carried.

On motion the Executive Committee was empowered to take final action in regard to the position of house-keeper if there should be need of one at the opening of the fall term.

Moved that the Executive Committee and the President be instructed to employ a clerk to assist in the office work at a salary not to exceed \$600⁰⁰. Motion Carried.

Moved that the Executive Committee and the President employ a teacher of sight singing and such other additional help as may be found absolutely necessary at the opening of the fall session. Motion Carried.

On motion by Mr. White, Miss Mamie E. Perkins was elected assistant in the department of English at the salary she received last year.

Mrs. Arnold moved that the President's report be adopted as a whole. Motion carried.

Resolved that for the future the President is instructed to serve notice upon any inefficient teacher that his services will not be required after the close of the current year. Such notice shall be given before the session draws to a close if possible.

On motion the President was reelected at same salary.

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On motion the Executive Committee was re-elected.

Gov. Jarris offers the following resolutions:

1. That President Wright and the Chairman of the Executive Committee be and they are hereby authorized and directed to inspect the Refrigerating Plant erected by the Creamery and Package Mfg. Co. and if they find that it complies with the contract to accept the same.
 2. That the cash payment for the plant be made by the Treasurer upon the order of the President and Chairman of the Executive Committee and that proper evidence of indebtedness for deferred payments according to contract be executed by them in the name of the Board.
 3. That the Chairman of the Executive Committee be and he is hereby authorized and directed to arrange with the banks of Greenville with the approval of the Council of State for such funds as are absolutely needed to meet the current expenses of the school which cannot be met by the appropriation. Carried.
- Adjourned.

Minutes read and approved, Dec. 20th

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December 20, 1910.

Meeting was called to order with the following members present:

J. Y. Joyner Chair.
 T. J. Jarvis
 J. R. Bannerman
 J. C. Parker
 Y. T. Ormond
 J. F. Turlington
 A. McDowell.

The minutes of last meeting read and approved.

The report of the Executive Committee was read by the Secretary of the Committee Y. T. Ormond. Approved by vote of the board.

Chairman J. Y. Joyner called for the reports of the President and Treasurer of the school, which were read.

All the reports were taken up, discussed and passed upon later, after being put in shape to submit to the Gov.

Gov. Jarvis reported what he had done on behalf of the Ex. Com. in making arrangements to meet the running expenses of the school.

On motion of A. M. McDowell the action of the Ex. Com. thru Gov. Jarvis, its chairman, was unanimously approved.

The day was spent in a careful investigation of the situation to ascertain the urgent needs of the school, both as to maintenance and enlargement, for the accommodation of students applying for admission.

Before a recess was taken Y. T. Ormond moved that Gov. Jarvis and Pres. Wright be instructed to ascertain the cost of laying a spur from the track of the Norfolk Southern R.R. to school grounds, for purpose of hauling coal etc.

Motion was carried.

Chairman J. Y. Joyner stated that important business matters were calling him elsewhere the following day, whereupon A. McDowell offered the following resolution:

Resolved: That it is the sense of this board that Chair. J. Y. Joyner be excused from further sitting with the board at this meet-

"Tired"

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ing.

Motion was carried.

On motion the board adjourned to meet tomorrow morning (Dec. 21st) at 9:30.

Dec. 21st 1910, 9:30 A.M.

The adjourned meeting of the board was called to order by Gov. Jarvis in absence of Chair. Joyner.

Moved by A. McDowell that the com. appointed to ascertain the cost of laying a spur from N.S. track to school grounds, be asked to make their report to the Ex. Com., be empowered to take final action and have the spur laid as soon as possible, if in their judgment the cost of same is not too great.

Motion was carried.

On motion of J. F. Turlington a committee consisting of P. B. White, G. T. Ormond, and Pres Wright was instructed to draft and submit to General Assembly for enactment into law, a formal charter for this institution.

Mr. Turlington moved that the Com. on charter be instructed to insert a provision in the charter, leaving the admission of boys to school dormitories, to discretion of Board of Trustees.

Motion was carried.

After hours of further investigation of needs of school for maintenance and enlargement, Mr. Ormond offered the following resolution:

Resolved: That the board shall ask the General Assembly for an appropriation of \$80,000.00 for the erection of a Practice School Bldg, two wings to the boy's dormitory, two wings to the Administration Bldg, a home for the Pres. of the school, necessary additions to dining room and laundry, one unit to the electric plant, and additional equipment for the old and new buildings. The resolution passed unanimously.

Resolved further: That the board shall ask the General Assembly for an appropriation of \$45,000⁰⁰ annually for the next two years for maintenance.

Motion was carried.

On motion of Mr. White the salary of Miss Lewis, teacher of

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* The Administration Building, the two Dormitories, and the Refectory. Your committee recommended in that report an appropriation of \$50,000.00 for the completion of the buildings then under construction and two additional buildings, to-wit:

drawing, was raised to \$22.00 per year, dating back from Sept 1st.

Moved by R. B. White that the Ex. Com. be authorized to establish a short course for County and City school Superintendents, if in their judgment it is expedient, after the President of the institution has made investigation as to demand for such a course.

The motion was carried.

An motion the management of the school was authorized to sell text books to students who wish to purchase some.

An motion the Ex. Com. was authorized to employ an expert accountant to assist them in auditing the accounts of the school.

An motion the report and recommendation of the Ex. Com. (a complete copy of same follows herein after) were unanimously approved and adopted as the report of the entire Board of Trustees and ordered to be transmitted to the Gov. as its report and recommendation.

Report of Executive Committee

Dec 20, 1910.

To Board of Trustees of East Carolina Teachers' Training School.

Gentlemen:- The Executive Committee begs leave to make this second Biennial Report.

On the 31st of Dec, 1908, your Committee submitted your report which dealt with the operations of construction for four buildings and gave full, detailed information of all that had been done up to that date. This report will deal with the affairs of the Institution since that report of Dec 31, 1908

When the last biennial report was made, work was going on on the four buildings then under construction, to-wit: * a central Power House and an Infirmary, and for the equipment of all six of these buildings, and \$25,000 per year for maintenance. Your honorable Board adopted these recommendations and made that report to His Excellency, R. B. Glenn, Governor, to be forwarded to the General Assembly. The General Assembly at

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the session of 1909, made this appropriation except it reduced the appropriation for maintenance for the fiscal year ending November 30, 1909, to \$ 13,000.

Immediately after the adjournment of the Legislature your Committee directed the architects to prepare plans and specifications for the central Power House and Infirmary. In the preparation of these plans it became necessary, in the opinion of the architects, to enlarge the central Power House so as to make sufficient room for the machinery in one end and the Laundry in the other, and they prepared plans and specifications for the Infirmary, which enlarged that building considerably, as it was deemed advisable to provide two wards for contagious diseases and isolate these wards from the other part of the building. These enlarged plans were submitted to your Committee and after careful examination, approved, but the enlargement upon them made them cost considerably more than had been estimated for in our report submitted to the last Legislature, but experience has proved that we acted wisely in the matter.

Your Committee advertised for sealed bids for the construction of these two buildings. We also made advertisement for sealed proposals for boilers, engines, electrical plant etc., for the Power House, for furnishing and equipping the buildings and the laundry out fit. The Committee met on the fourth day of May, 1909, and remained in session three days, opening and considering these several bids. Your Com. required in their advertisement, all persons who proposed to bid on furnishings to place in the building, samples of the kinds of furniture and other things which they proposed to furnish, with an understanding that the successful bidders should allow these samples to remain in the buildings as specimens by which to compare and judge articles furnished under their bid. There were a large number of furniture dealers from many cities and towns who sent samples of their goods and placed them in the Girls' Dormitory, and the aggregate of these

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samples made quite a furniture exhibit. Your Com. patiently examined these various samples and compared their ~~various samples and compared~~ their qualities with the price bid. At this three days' meeting of the Committee the following contracts were awarded:

The contract for the construction of the central Power House and the Infirmary was awarded to the Building and Lumber Company at the price of \$13,550, that being the lowest bid.

The contract for boilers, engines, electrical generator, piping etc., was awarded to T. B. Whitted & Co., of Charlotte, N.C., at the price of \$8500.

The contract for heating the Infirmary was awarded to T. B. McKenzie, for the sum of \$1,694.05.

The contract for one hundred and twenty dressers, wash stands and tables was awarded to the Peoples' House Furnishing Company, of High Point, N.C. for \$14 a set, amounting to \$1,680.

The contract for one hundred and twenty toilet sets for the rooms was also let to the Peoples' House Furnishing Company, for \$1.95 per set, amounting to \$234.

The contract for two hundred and forty single iron beds and springs was awarded to J. P. & J. G. Moyer, Greenville, N.C. for \$6.00 each, amounting to \$1,440.

Your committee purchased of these gentlemen the samples they had on exhibit at a price below cost, and also purchased from them other bedsteads for the Infirmary. Vouchers for these purchases are filed with the Treasurer, showing the prices paid.

The contract for two hundred and forty mattresses and pillows was awarded to Sydnor & Handley Richmond, Va. for \$8.00 per set, amounting to \$1,920. These mattresses were made in Raleigh, N.C., and are known as the Raleigh mattresses.

The contract for twenty dozen dining room chairs and twenty dozen bed room chairs was let to Ford & Johnson of Chicago, Ill., for the sum of \$31 for a dozen of each, amounting to \$620.

Auditorium was awarded to the.
A contract for opera chair for the American Seat

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ing Company, at \$1.50 per chair, amounting to \$1,197.

The contract for the laundry machinery was let to the American Laundry Machinery Company, for the sum of \$1848.

At this meeting a contract was let to J. M. Johnson Raleigh N. C. for the construction of the underground drainage and the sewerage, at the sum of \$2,157.⁷⁰/₁₀₀.

The contract for shades for all ^{windows of the four} the buildings then completed, was awarded to Taft & VanDyke, at the price of \$485.65. These shades were of the best Kings-Scotch Holland.

The contract for two hundred and fifty small rugs was also given to Taft and VanDyke, at 99 cents each.

All of these contracts awarded at the May meeting were given to the lowest bidders. The small rugs were found, when put into use, to be unsatisfactory, and they were subsequently exchanged for a larger and more suitable rug for the sleeping room of the Dormitories.

It became necessary in completing the furnishing and equipment of the buildings to contract for and purchase many articles of various and sundry kinds, which could not well be purchased upon sealed proposals. These articles of furniture, such as kitchen outfit, tables for the dining room, tableware for the dining room, tables, desks, chairs, rugs etc, for the offices in the Administration Building; chairs, desks, blackboards, etc; for the class rooms were purchased after careful examination and inquiry by the Chairman of the Committee upon the best possible terms. Vouchers for all these purchases, showing price ^{paid} file, are on file with the Treasurer, and subject to inspection.

The Chairman of the Committee also purchased the pianos after corresponding with a number of piano houses and piano factories. The first purchase made by him consisted of one grand piano and three upright pianos, manufactured by the Lester Piano Company. He subsequently purchased three other pianos of the same make and the same house. For this grand piano and six uprights he paid \$1550.

The company furnished the stools and covers with these pianos and put all in the building.

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Subsequently, it became necessary to purchase two other pianos, and this purchase was made of Freeman and White, of Greenville, N.C., of the Lindeman make, for the sum of \$390. Your committee thinks that an examination of these pianos and the prices paid will satisfy you that every precaution was taken in that purchase and that they were purchased at exceedingly low figures.

It became necessary as the spring of 1910 opened that the school should have a refrigerating plant, and the Chairman of the Executive Com. and the President of the School were authorized by the Executive Com. to investigate the various systems of refrigeration, receive proposals and make a contract for the refrigerating plant. After careful inquiry and investigation, the Chairman of the Committee and the President made a contract with the Creamery Package Manufacturing Company, of Chicago, Ill., for a refrigerating and ice-making plant; their plans, system and price being, in the opinion of the President and Chairman of the Com, the most advantageous offer made. It had been proposed to locate the machinery of the ice-making plant in the basement of the Refectory, but the agent of the company and the President of the Institution agreed that it would be more advantageous to locate the machinery in the Power House, and that by doing that, there would be no noise under the Refectory, (~~and that by doing that, there would be no noise under the Refectory~~), and that all the machinery would then be under the eye of the engineer of the Power Plant. This suggestion was adopted and your Committee believes it was decidedly wise. The contract for this Refrigerating and Ice Making Plant was \$3000, completely installed and ready for service — \$1300 cash, ^{\$}1300 in six months, and \$1200 in twelve months. The cash payment was made and the payment due the 22nd of this month has also been made, leaving \$1200 to be paid April next.

We suppose it is the experience of most men who have built houses that after estimating for a completed house and giving a contract therefor, in the end they find

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that there were numbers of things needed which were not included in the contract. This is the experience of your Committee in constructing and equipping this school plant. It turned out when we began to connect up the buildings and get things in readiness for occupancy that there were a number of things ~~needed which were not included~~ ^{we had omitted in the estimates} in the contract submitted to the last Legislature. For instance: the contracts made for the construction of the buildings only provided for the piping within the buildings. After the construction of the Power Plant it was found that a large quantity of piping had to be done on the grounds to connect up the different buildings with the Power Plant. This extra under ground piping cost the sum of \$2,427.37. A part of this sum was due to the fact that in enlarging the Power House, it had been extended southward several feet which required considerably more piping to reach it.

It was also found that no estimate had been made for wiring and distributing the electric lines on the grounds. Your Committee asked for proposals for this work and that the bidder should estimate on overhead wiring and underground wiring. We received these proposals and after consulting with the architects, found that none of them was satisfactory, and your Committee concluded to have the work done under a competent electrician, and to adopt the underground system. In adopting the underground system we got rid of the unsightly appearance of poles and wiring from the grounds and what ever danger there was in coming in contact with live wires. In adopting the underground system there is no danger and no unsightly poles upon the grounds. After consulting the electrical engineer and the architects it was deemed advisable to establish one central Switch board in the Power House instead of the original plan which called for several switchboards, and to arrange to have the lights in the corridors and toilet rooms of the dormitories put on the all-night switch, and make the changes necessary to separate the

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Presidents apartments from the dormitory switch board. The cost of putting up this electrical distribution for the grounds and the changes above cited was \$2,227.92.

Your Board elected as teacher ^{of Science} an unusually competent man in that department of school work; but when he began his duties we found that to expect him to do his work properly without apparatus and laboratory, would be like employing a ^{competent} carpenter to build a house without tools. We, therefore, supplied him with a moderately equipped laboratory which cost \$1,599.49. All these things were absolutely necessary to be done in order to open the school and to conduct it properly. When your Committee made these contracts we were aware that we were exceeding our appropriations, but it was either make the expenditure or not open the school, and we took the responsibility to make the expenditure.

There was existing in the opinion of your Committee, a dire necessity for a summer school which could be attended by those now engaged in teaching, and your Board responded to this necessity at your meeting in November, 1909, and authorized the President to establish such summer school. This school began the 15th of March, 1910, and closed the 30th of July, 1910, and in it were enrolled three hundred and forty two teachers actually engaged in the work of teaching.

This summer school was no holiday affair, but those who attended it submitted to discipline, and gave themselves to hard, earnest, work. For several weeks not only every available room in the Dormitories was full, but there were a large number of persons boarding wherever they could find rooms in the town, and it affords your Committee great pleasure to say that this Summer Term was a grand success. The running of this school considerably increased the indebtedness which we are obliged to report to your Board, but in our opinion the Board was fully justified in making the expenditure. The cost of this school will be found in the Treasurer's and the President's reports.

There is a constantly increasing demand in

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in the county public schools for teachers who can teach at least the rudiments of instrumental and vocal music. To your Committee, this is gratifying and we have sought to prepare the teachers going out from this school as far as we can, to be able to meet this demand. We have employed a very accomplished teacher of sight singing, who, with the Instrumental Music teacher, are in our opinion, doing a fine work. We make an extra charge of \$5.00 per month to those who take instrumental music, but all are required to take lessons in sight-singing, which is free and open to all.

Song and music carry brightness and sunshine into the home and community life, and we rejoice to know that our country people are demanding teachers qualified to give their children this uplifting training. We, therefore, feel that we were not only justified in the expenditure for these music teachers, but that the school is to be commended for it. The training here is confined to Public School Music, and we are glad to be able to report that the revenue received for Instrumental Music is very nearly paying for the expenses of this department of the work.

Your Committee notes further that there is a growing demand among the farmers of the State for teachers in the county public schools, who can at least teach something of the rudiments of a better system of Agriculture. These teachers can not respond to that demand without being themselves taught. We are, therefore, glad to report to your Board that the President and Faculty of this Institution are doing all they can with the means at their command, to train the teachers going out from this Institution in this department of teaching, but to do this effectively, it will be necessary to have largely increased appropriations for laboratory work, apparatus, and science teaching, and, we suggest that your Board lay special stress upon this matter in its report to the Legislature.

Your Committee takes great pride in calling

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your attention and the attention of the Public to the career of his school. The first dirt was turned for the excavation of the buildings, and the first brick was laid on the second day of July, 1907. In two and one half years six beautiful, commodious, well equipped buildings have been constructed, and school opened the 5th day of Oct. 1909, and from then until the date of this report, six hundred and ninety students have been enrolled upon its records and have received the instruction of an able and enthusiastic corps of teachers, and of the six hundred and ninety who have been instructed here, about four hundred are now actually engaged in teaching in the public schools. Up to this time for this magnificent result, the State has put into this school only \$10,300 - \$6500 for construction and equipment and \$38,000 for maintenance.

In view of the work that has been accomplished which is imperfectly outlined in this report, we are sure that the General Assembly and the public will excuse the fact that we are obliged to report an indebtedness for the reasons which we have plainly and succinctly set out in this report. The entire indebtedness on the 19th day of November was \$11,194.³³

Now that the ^{school is} open and in operation, it is the purpose of the President and Officers of the Institution, and the Executive Committee, and we are sure of your Board, to live and work strictly within the income of the school. We think we can safely say that we shall not again report an indebtedness. We will do all we can with the means at our command and what can not be done with the means at our command, will simply have to go undone.

Committee's Recommendations.

Nearly all, if not all, of the work in primary education is done in the public schools. Those who attend the universities and the colleges, whether male or female, State or denominational, start in the

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Public schools, and the great masses of our people do not receive training in any other school for the duties of life. It is, therefore, of the very highest importance that the training in these schools shall be given by competent teachers.

The whole course of instruction in the East Carolina Teachers' Training School is arranged solely for the purpose of training teachers for efficient work in these public schools. We, therefore, feel confident that the Legislature, when fully advised of the needs of the school, will make appropriations to supply these needs. To this end your Committee has carefully considered the urgent needs of the school and we submit the following recommendations:

The school was completely over-run during the summer term this year, and the dormitory space was wholly inadequate. The Committee has reason to believe that the attendance upon this school will be much larger when the spring session and the summer term open, and that the work of the Institution will be very much retarded with its present room and equipment. We are, therefore, of the opinion that increased dormitory room and class rooms are greatly needed.

In the plans for the construction of the buildings this increase was provided for without disturbing the general plan and harmony of all the buildings.

In the opinion of your Committee, two wings to the Boys' Dormitory should be built so as to make more dormitory rooms and then this building will be a counterpart of the Girls' Dormitory.

The plans also provide for extending two wings to the Administration Building, so as to make increased class room facilities. Your Committee earnestly recommends that you ask for an appropriation for the extension of these two wings.

The dining room was also constructed so that it can be enlarged by taking the space now

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occupied by the kitchen into the dining room and extending a small wing southward to the Refectory for a kitchen.

Increased attendance upon the school will also require an increase in the laundry facilities. This can be easily made by building an annex to the east of the present Laundry.

The turbine and generator now in use, not only furnishes light for the buildings and grounds, but it also generates the power for the Refrigerating Plant. This requires this piece of machinery to run continuously, night and day. It is absolutely necessary, in the opinion of your Committee, to furnish and have ready for use, an additional unit so that if the present unit breaks down there will be another ready to take up the work, so that the Institution will not be deprived of lights and the ^{work of the} Refrigerating Plant.

The location of the President's residence in the Boys' Dormitory was a temporary matter and to continue only until the President's residence could be built. It is to the interest of the school, in the opinion of your Committee, that a residence for him shall now be built.

It is essential to do efficient work in this school, that a Practice School shall be constructed in connection with this school and under its direct control. So far as your Committee is advised, a Practice School is considered an essential feature of a well equipped teachers' training school, and your Committee earnestly recommends that a building for such a school be immediately erected.

There are other minor additions and changes necessary; for instance, the enlarged rooms, apparatus and equipment for the Science Department.

Your Committee has consulted the architect, and carefully gone over his estimates, and it finds that the sum of \$80,000 will be required to do this work. We, therefore, recommend that your Committee ask for an appropriation of \$10,000 for the extension and furnishing the two wings to the Boys' Dormitory; the extension of the two wings to the Administration Building;

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the erection of the President's residence; the erection of a building for the Practice School; the extension to the Dining Room and the Laundry; the additional unit to the Power Plant; the additional room and equipment for the Science Department, and other minor changes.

Maintenance

The increased attendance of students upon the school, of itself, will necessitate an increase in the appropriation for maintenance. In addition to this, provision must be made for the summer term of this school. Your Committee regards this summer term as exceedingly important in the State and serviceable to the common school work, because the student body in this summer term is made up of persons who are now actually engaged in teaching.

The school is without a Library or any books of Reference, and this of necessity, handicaps the work of the school. A working Library, composed of reference books and such other necessary books to aid in the efficient work of the school, is, in the opinion of your Committee, a necessity. We, therefore, urgently recommend that we commence to build up such a Library, and for this purpose we recommend an appropriation of \$2,500 a year for the next two years.

It is in the opinion of your Committee, essential that the work of building walks thru the grounds, setting out shrubbery and adding to its appearance shall be begun, and your Committee recommends an appropriation of \$1,000 a year for this purpose.

After careful investigation and consideration of the urgent needs of the Institution for the next two years, we are of the opinion that an appropriation of \$45,000 a year, for maintenance will be needed, and your Committee urgently recommends that you ask for that appropriation. Your Committee further recommends that an appropriation of \$12,000 be made to cover the present indebtedness reported in this report.

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Thos. J. Jarvis,
 Y. T. Ormond,
 J. Y. Joyner,
 Executive Committee.

omit.
 (After careful investigation and consideration of the urgent needs of the Institution for the next two years, we are of the opinion that an appropriation of \$45,000 a year for maintenance will be needed, and your Committee urgently recommends that an appropriation of \$12,000 be made to cover the present indebtedness reported in this report.)

After careful examination and consideration, the report and recommendations of the Executive Committee were unanimously approved and adopted at its meeting Dec. 20 and 21, 1910, as the report of the entire Board of Trustees and ordered to be transmitted to the Governor as its report and recommendations.

J. Y. Joyner,
 Chairman Board of Trustees
 Members Present.

J. Y. Joyner, R. B. White, J. B. Bannerman,
 Thos. J. Jarvis, J. C. Parker, Archibald McDowell,
 Y. T. Turlington, Y. T. Ormond,

President's Report

President's
 Report

Greenville, N. C. Dec. 20, 1910.

To Board of Trustees of the East Carolina Teachers'
 Training School.

Gentlemen:

At your meeting held June 11, 1909, I was chosen President of this school. It was impossible for me to begin with you before July 1, 1909.

When I came I found six buildings practically completed and the equipment for all but the Administration Building and Refectory ordered. Since my

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connection with the school you have purchased enough equipment for the school to do good work. It has been my purpose to recommend that you purchase the kind of equipment that will be both serviceable in this school, and also of a type that your students may recommend to their several school committeemen when they become teachers. The idea being a Training School should not only be a model in classroom work, but that the equipment should be of the type that may be taken as a model. As will appear later in this report, there are many things we yet need.

On Oct. 5, 1909, the school for the first time opened its doors to students. During that year (1909-1910) one hundred and forty two students were enrolled in the eight months' course. At your meeting Nov. 13, 1909, you authorized the school to offer a short course for teachers. As a result of this action the school opened its doors March 15th, 1910, to teachers. This term of school was divided into two sessions, of ten weeks each. For the first term, March 15th, 1910, to May 20th, thirty two students were enrolled. For the second term, May 24th to July 30th, three hundred and thirty students were enrolled. The total enrollment for the entire school year, October 5, 1909, to July 30, 1910, was five hundred and four students. Of these, forty two are counted twice, making a total enrollment of four hundred and sixty two persons who took instruction in this school. For the school year beginning Sept. 13, 1910, we have to date, one hundred and eighty seven students, thus making a total enrollment since the school first began, of six hundred and ninety one students.

I have made the most accurate estimate I can of the cost to the State, per capita, for the students who have taken instruction in this school and my estimate is, it has cost the State \$74.876 per student for each school year of nine months.

The total enrollment of this school could have been made much larger had we ^{not} advised many

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young men and women who did not wish to become teachers, to seek instruction in some other institution. We have taken this position at this stage of the growth of the school that the people of our State may form a correct idea of the aims and purposes of this school, that they may realize that this is a professional school established by our State for the sole purpose of training teachers.

The courses of instruction offered in this school are found embodied in my report to you June 22nd, 1910. Also, in our first annual Catalog. From these courses of instruction it is apparent that the school is fulfilling the requirements of the law which established it.

In the part of my report to follow it is my purpose to give in outline some of the most urgent needs of the school.

Library: It will not be many years before we need a Library Building. If the Administration Building is sufficiently enlarged the Library may be placed here for a few years. The school has not been provided with reference books of any kind. A simple statement of conditions in this case, I am sure, is all that is necessary; for we all realize the necessity for a collection of books for reference and collateral reading.

Practice School: Educators throughout our country are unanimous in the opinion that a Training School should have provision made for the students to observe work of the grade they are preparing to do. Also, that they, while students in the training school, should be required to do some teaching under the immediate supervision of a Practice Teacher. To get this opportunity for our students it is necessary to erect a building for the Practice School.

Administration Bldg: To make adequate provision for the work in Science, including the work in Home Economics and Manual Training, to provide additional class rooms - there will be needed next year - to make a temporary home for the Library to make provision for society rooms, and to provide a home for the Dept. of music - this is now an urgent necessity; this building should be enlarged as per your

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original plans

President's Residence: At present the head of the school has not only the duties incumbent upon him from the position, but he has charge of one of the dormitories. I do not think it best for the school for this condition to continue; therefore, a home for the President should be erected as per your original plans.

Gymnasium: It is universally recognized by educators that a well equipped Gymnasium is a necessity. In a climate such as we have, in my judgment a semi open Gymnasium will be best.

Dormitories: Last summer the dormitory space was all taken and many students were forced to find boarding places at additional cost in the town. At present the school can accommodate only a few more students. It will be two more years before the school has its normal size. Two wings should be added to the Boys' Dormitory as per your original plans.

Power Plant, Laundry and Refectory: - All of our electric current is generated by one unit. For five days per week, the generator is in use twenty four hours per day. This strain is too great for any machine. An additional unit should be provided.

The number of students attending the school last summer overstressed the Laundry and the Refectory. These buildings should be enlarged as per your original plans.

Farm for Farm Life Work: The public school teacher of the near future is going to be required to have a much more definite knowledge of farm life than the demands of the present call for. To meet this need the school should have a farm. On this farm should be erected a modern dairy building and a modern barn and stables.

At present we are using a part of the school grounds for this work. I am sure our students are getting much valuable instruction in this important subject.

Water Works: The cost for water at present is so great that it seems to me necessary for the school

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to build a water plant of its own.

Grounds, Walks, and Driveways: There is much work yet to be done upon the grounds, walks, and driveways. Your landscape engineers have been consulted and they advise that the part of the Campus in front of the Girls' Dormitory be graded so there will be a gradual slope from the Dormitory to Fifth St. This has been approved and ordered done by your Executive Committee. With a reasonable appropriation we can, in a few years, have one of the most beautiful school grounds in our State.

Departments of Instruction: I have asked the teachers in the several departments to submit to me by departments their several needs for equipment and maintenance. I have gone over these reports with great care & have reduced each whenever possible. For the teachers in the several departments of instruction to do the work they should do from year to year, it will be necessary to spend more money in this direction.

Maintenance: The number of students attending the school is greater than was anticipated. Tuition, to all who agree to teach for two years is free by Act of the General Assembly. It is therefore necessary to increase the annual appropriation for maintenance.

This school has been open for the reception of students one year and three months. There are already nearly four hundred teachers in the public schools of N.C. who have taken instruction here. Judging from the many many kind words spoken and written, the school has been of much service to them in their daily work. I trust the next General Assembly will give us the necessary funds - I do not ask for one cent more than ^{the amount} necessary to continue the work - for the normal growth and expansion of the Institution. I feel quite sure the General Assembly will make the necessary appropriations for the work to grow, since our work is solely for the elementary public schools of our State.

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Respectfully submitted,
 Robt. H. Wright,
 President.

Treasurer's Report.

Greenville, N. C. Dec. 20, 1910.

To Board of Trustees of East Carolina Teachers' Training School.

Treasurer's
 Report

Gentlemen: - I beg to submit herewith a statement showing receipts and disbursements dating from the purchase of the site on which the school is built, and extending up to and including August 31, 1910, the close of the school year.

During this time the School has had two Treasurers. Mr. R. G. Cobb, your first Treasurer, turned over his books to your present Treasurer, Dec. 20, 1909. His term of office ran into your regular session and consequently, he made disbursements for both building and equipment and maintenance. All settlements of contracts for building and equipment had not been made when your present Treasurer began payment, and he has also made disbursements for both equipment and maintenance.

During this period of construction and of actual school room work, it was often difficult to determine whether certain items should be charged to the equipment fund or to the maintenance fund, but the discrimination between equipment and maintenance funds was made as carefully as possible. (The books are so systematized now that hereafter these two accounts can be kept entirely separate) There is on file in the Treasurer's office a valid voucher for each and every item of expense.

The appended statement shows that the County of Pitt and the town of Greenville have contributed for the erection and equipment of the six buildings now in use, \$98,000, while the State has expended in buildings and equipment \$65,000, so that the town and County have expended \$33,000, more in buildings and equipment than the State has appropriated for that purpose.

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It will appear that the indebtedness indicated below was incurred in the construction and equipment of buildings.

Respectfully submitted,
C. W. Wilson,
Treasurer.

Treasurer's
Report

Receipts From All Sources.

From March 11, 1908, to August 31, 1910.

From the county of Pitt	\$ 49,000.00
From the town of Greenville	49,000.00
From the State of North Carolina for equipment	65,000.00
From the State of North Carolina for maintenance	34,500.00
From the boarding department income	12,496.83
From the light and heat income	949.98
From the laundry income	2,085.52
From the text book income	563.75
From the medical income	305.26
From the music income	1,107.48
From the tuition income	772.21
From the dormitory income	309.16
From the study room income	64.00
From the fees summer term	855.00
From the miscellaneous income	33.05
Total Receipts	\$ 217,041.74

Disbursements For All Purposes.

From March 11, 1908, to August 31, 1910.

Contract price for first four buildings (two dormitories, Refectory, and Administration Building)	\$ 81,529.87
Changes and additions as per vouchers	6,362.12
Contract Price for Infirmary & Power House	13,550.00
Changes and additions as per vouchers	150.70
Contract price for heating first four bldg.	11,712.63
Additional work, piping on grounds connecting bldg	2,427.37
Contract price for heating infirmary	1,694.05
Changes and additions as per vouchers	109.57

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Contract price for sewers and Drainage	\$ 3,157.70
Additional work as per vouchers	852.18
Contract price for grading grounds	1,500.00
Contract price for boilers, dynamos and engines	8,500.00
Contract price for dressers, washstands, tables and toilet sets	1,914.00
Additional as per vouchers (samples purchased)	4.50
Contract price beds and springs	1,512.00
Additional as per vouchers (samples purchased)	45.00
Contract price of mattresses and pillows	1,920.00
Contract price for opera chairs for Auditorium	1,197.00
Contract price for kitchen outfit	2,000.00
Additional as per vouchers	76.71
Contract price for laundry machinery	1,848.00
Chairs for dining room, dormitories and offices	1,831.05
W. H. Harrington, school site	9,490.00
Landscape Architects	700.00
Building architects	6,415.70
Engineers	1,380.65
Treasurer Cobb	900.00
Treasurer's bonds	270.00
Discounts	238.83
Recording deed	1.90
Water mains and hydrants	953.91
Plumbing (special kitchen)	59.95
Bricks to extend kitchen flue	36.50
Lumber for store room	35.32
Special allowance for extra brick	150.00
Paints and painting	174.83
Extra for excavating basement Administration Bldg	112.50
Clearing grounds	70.85
Shovels, axes, buckets	7.20
Tile for surface drainage	59.80
Lumber	12.86
Boards for walks	55.53
Crushed stone for concrete walks	359.53
Refrigerating plant (to August 31st)	1,299.50
Sand and wrench	6.10
Manure for grounds, and hauling brush	111.50

Treasurer's
Report

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Screening dining room and kitchen	\$ 218.27
Electric light and installation on grounds	2,227.92
Laboratory equipment	1,599.49
Crockery and cutlery for dining room and kitchen	560.91
Tables for dining room	176.00
Treasurer's Report. Sideboard and trunks for dining room	380.10
Table linen, table cloths, etc	118.51
Window shades for four buildings	496.60
Pianos, one grand and six upright	1,550.00
Fireproof safe	268.00
Rugs for offices, parlors, and dormitories	848.00
Waste baskets for dormitories	37.50
Office desks and furniture	235.86
Program clock and fixtures	266.70
Tables for classroom for drawing	72.00
Furniture for Lady Principal (bedroom)	49.15
Blackboards, seats and other equipment for class rooms	684.94
Maps for class rooms	112.25
Filing cabinet, cabinet supplies and other office equipment	240.52
Typewriters, mimeograph, etc	122.75
Mats, baskets, etc	81.65
Trustees' expense account	527.91
Watchman, after acceptance and before occupancy of bldgs.	42.00
Freight and drayage on material and furniture not in contract	613.19
Stenographic work and typewriting during progress of construction	59.10
Pair horses	400.00
Survey, wagon, cart, harness and robes.	251.80
Feed baskets	2.00
Door checks	54.67
Alarm clock	1.50
Heavy gum roller for leveling grounds	13.80
Manure for grounds	11.67
Hardware for boiler room and pipes	113.54
Flags, State	37.00
Sewing machine	24.00
Water coolers and slop jars	10.90
Curtain material for stage	4.60
Toilet paper	52.50

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	577.99
Expense for canvassing before school opened	\$ 577.99
Pay roll for day labor, cleaning grounds, preparing walks, and putting buildings in condition for opening of school.	1,486.38
Shop work	6.46
<i>Treasurer's Report</i> Boarding department expenses	10,437.90
Light and heat expense	3,410.99
Laundry expense	1,898.37
Text book expense	1,510.02
Medical expense	395.76
Music expense	1,137.50
Dormitory expense	299.45
Miscellaneous maintenance	3,978.31
Office supplies	694.93
Salaries	14,595.33
Advertising	680.06
Trustees' expense account	68.95
School paper account	93.78
Farm and garden	148.96
Interest and Discount	89.38
Supplies for science work	82.00
Hogs and horse feed	148.28
Due from students	436.20
Due from teachers (H.C.A.)	150.00
Errors	5.94
	<hr/>
Total disbursements	\$ 221,697.64
Total receipts	\$ 217,041.74
	<hr/>
To balance	\$ 4,655.90
Amount of indebtedness Sept 1, 1910	\$ 4,655.90

Merging this with the first quarter of present session (Sept. 1 to Nov 19, 1910) it shows the indebtedness of the school to be as follows:

12/20/1910

November 19, 1910.

Over drafts	\$ 935.63
Note (Bank of Greenville)	3,000.00
Outstanding obligations	7,259.20

Treasurer's
Report

Total indebtedness Nov. 19, 1910	\$ 11,194.83
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Meeting Adjourned.

M.

Read and approved June 29, 1911.

Addenda:-

The committee appointed to draft a charter make report that they have performed their duty and the charter has been enacted into law, and same appears in the Public Laws of N. C.

5/23/1911

May 23, 1911.

The meeting was called to order, and the following members present.

J. Y. Goyner, Chairman
 T. J. Jarvis
 Y. T. Ormond
 R. B. White
 J. O. Carr.
 J. C. Parker
 J. R. Bannerman
 J. F. Turlington
 J. B. Leigh

The Board held a brief morning session before the graduating exercises.

see p 69, 70

Pres. Wright read the list of graduates and on motion it was ordered that Diplomas be issued to them.

The Pres. also read the list of those in the one year class who had completed the course and the Board voted to issue the school's certificate to them.

see p 70

On motion the President's recommendations in regard to admitting men to the dormitories were adopted and so ordered.

see p 70

The recommendations of the President in regard to Misses Ruth Puffin and Lilhan Carr were approved.

The Board adjourned for the graduation exercises, to meet again at 3 P.M.

Afternoon Session 3 P.M.

After the call to order, Pres. Wright read his second annual report and recommendations. The Treasurer submitted a verbal report showing that the indebtedness of the school at the close of business the day before (May 22nd) was \$4455.50

Reelection of present faculty.

It was moved by Mr. Carr that the present Faculty and Officers be reelected at the present salary and that Miss Kate Lewis be elected as a regular member of the faculty at a salary of \$800.00.

Election of Miss Lewis

Motion carried unanimously.

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An motion of Gov. Jarvis the salary of Miss Emma R Jones was raised from \$50 per month to \$60 per month.

Resignation of Miss McKinney
 Moved and carried that the resignation of Miss McKinney be accepted with sincere regrets and that the Chairman of the Ex. Committee and the Sect. of the Board are hereby appointed to draft suitable resolutions, conveying to her this expression of the Board.

By unanimous vote Robt. H. Wright was reelected Pres. of the School.

Greenville, N. C.

May 23, 1911.

President Robt. H. Wright,
 Greenville, N. C.

Dear Sir,

It is with deep regret that I ask you to present to the Board of Trustees my resignation. The position has been a source of great joy to me, and I appreciate the honors connected with it but conditions at home make it necessary for me to be there.

Assuring you of my continued love for the school and loyalty to its interests, I am,

Sincerely yours,
 Birdie McKinney.

Report of committee appointed to draft resolutions on account of the resignation of Miss McKinney.

June 22, 1911.

Miss Birdie McKinney,
 Reidsville, N. C.

Dear Miss McKinney,

At the meeting of the Board of Trustees of the East Carolina Teachers' Training School, at which your resignation as a teacher was tendered and accepted, we were appointed a committee to convey to you the sincere regret of the Board that circumstances were such with you that you could no longer remain with the school. In performing this duty we are charged with the further duty of saying that your work in this school was entirely satisfactory,

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and that the President and faculty greatly appreciate the healthful, uplifting influence you exerted in the school.

The board accepted your resignation with very great regret, and only because it felt that your reason given required your presence elsewhere. We are glad to be the medium of conveying to you the sincere ~~regret~~^{regard} and best wishes of the officers, and teachers and trustees of this school.

We are,

Yours very truly,

T. G. Jarvis

C. H. Wilson

Committee

The meeting adjourned to meet June 29, 1911.

President's Report

May 23, 1911.

To Board of Trustees of the
East Carolina Teachers' Training School,
Greenville, N. C.

Gentlemen:

I herewith submit to you my second annual report.

Respectfully,

Robt. H. Wright Pres.

Sept. 13, 1910, the second year of the school began. During this year we have followed the course of instruction adopted by you June 20, 1910. The One Year Course of Instruction for Teachers of Rural Schools has been well attended, and in my judgment should be continued. Thirty-eight students have taken this course. Students have done satisfactory work in this course. These students have been given certificates showing that they have completed this work with satisfactory grades.

Thirteen students as follows -

Grace McGuire Bishop
Margaret Sheppard Blaw
Ila Lydia Bulluck
Pattie Simmons Towell

2nd Annual
Report of
Pres. Wright

(For list of One
Year Class
see p. 73)

List of 1911
Graduates

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Pres. Report

Esther Lum Ellington
 Mary Louise Fleming
 Yada Elizabeth Highsmith
 Sallie Faison Pierce
 Nellie Pender
 Mattie Puffin
 Lillie Roberta Tucker
 Jennie Crichton Williams
 Mary Edna Woodburn,

have completed the two years' course of professional training, and the Faculty recommends that they be given Diplomas. Misses Ruth Puffin, and Lillian Carr have not completed the prescribed course of instruction, but will do so this summer. The Faculty recommends that these young women be given diplomas when they complete the course, and that they be considered members of our first graduating class.

Approved
 See p. 67

The attendance this year has been thirty one students more than the capacity of our dormitory space. We have enrolled two hundred - twenty five students; Twenty one men; two hundred - four women. Of these students, seventeen paid tuition; all others have agreed to teach for two years. Thirty four students have taken Instrumental Music; thirteen students have taken Voice. In the school this year, forty six counties are represented, and four states.

Since the third of March we have been forced, for lack of dormitory facilities, to refuse admission of students to our school. All of the available rooms in our dormitories were taken for the summer term by May 5th, just one month before the summer term is to begin. For the Spring and Summer Terms we have had more women to apply than we can accommodate. We have also had quite a number of men to make application, but the number of men applying is nothing like the number of women.

Adopted
 See p. 67

I recommend that you give me power to refuse to admit men into the rooms of the dormitories. This power having been granted to the Board by the Charter passed by the last General Assembly. I do not like to ask for this authority, for I think our State should make more adequate provision for

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Pres. Report

training young men for the public schools.

Since my last annual report the following teachers have been added to our faculty.

Miss May. R. B. Muffly, teacher of Voice and Public School Music. Salary \$1100.00. Miss Elizabeth Pugh, in place of Mrs Jennie M Ogden, resigned, Home Economics and Science. She also has charge of the diningroom. Salary \$800.00. The work of each member of the faculty and officers of the Institution has been satisfactory. I therefore, recommend that each be re-elected to the position now held, except that Miss Pugh be relieved of the dining room work, and that a woman be elected to do that work alone, ^{and that} Miss Kate W Lewis be elected for full time at a salary of \$800.00

Recommends
re-election of
all Teachers

Miss Birdie McKinney, teacher of Latin, has handed me her resignation. She regrets that it is necessary for her to take this step. I feel this school is losing one of its strongest teachers, but under the circumstances, I recommend that the resignation be accepted, and that provision be made to secure someone to take the work in Latin.

The work in the Department of Pedagogy is too heavy for Mr. Wilson, if he is to continue as Bursar. I, therefore, recommend that some man be chosen as Bursar, and that Mr. Wilson be allowed to give his full time to the work in Pedagogy.

Bursar

It is utterly impossible to prepare teachers as they should be prepared, without some practice teaching under a competent Critic teacher. I recommend, therefore, that provision be made to secure a Critic teacher, and that a room be rented down town to be used as a practice school.

Practice
School

An additional electric unit is necessary. If that cannot be secured, we should purchase our current from Greenville, and keep the present unit for emergency purposes.

Electric
Unit

Some provision should be made to spend from \$600.00, to \$1000.00 annually for reference books, papers, magazines, and educational periodicals. It is impossible to do the work as it should be done, without a larger collection of

Library and
reference
Books

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Pres. Report

reference material. We have only a few reference books and pamphlets.

At your meeting last December you asked the General Assembly to appropriate \$80,000.00 for buildings and equipment; \$12,000.00 for indebtedness and \$45,000.00 for maintenance. The General Assembly appropriated \$45,000.00 for maintenance - the indebtedness to be paid from this fund. They did not appropriate anything for buildings and equipment. This means that the work of the Institution is most seriously handicapped. It is impossible to get and keep well prepared teachers for this grade of work, without paying them good salaries. The supply of teachers who have prepared themselves for teacher training is nothing like the demand. Only those institutions prepared to pay for these teachers may hope to secure and keep them.

The equipment for a school of this kind is not, relatively speaking, expensive, but to equip all of the departments will take considerable money. \$39,000.00 a year - this is our annual maintenance fund - will not allow us to do what the best interests of the school demand. Retrenchment is absolutely necessary.

The Institution will be judged by its finished product. This being the case, it seems that it will become necessary to omit the summer term next year. I regret to make this recommendation, but in your second Biennial Report you said: "It is the purpose of the President and Officers of the Institution and the Executive Committee, and we are sure of your Board, to live and work strictly within the income of the school. We think we can safely say that we shall not again report an indebtedness. We will do all we can with the means at our command and what cannot be done with in these means will simply have to go undone." In the face of this promise it seems to me we cannot undertake a summer term next year. I believe the summer work is as important work as this Institution is doing, but since we will be judged by the finished product of the school, and since we have not funds enough to run the regular school and the summer term, I see nothing left for us to do, but omit for one

5/23/1911

year, the summer term of this Institution.

Read and approved June 29, 1911.

Herein below is appended the names of those members of the One Year Class who completed the course and were awarded the school certificate.

Miss Viola Barnum.

" Annie Carroll

" Bessie Deub

" Minnie Fundenbucke

" Beulah Hedrick

" Bessie Hunter

" Bertha Jayne

" Amelia Layden

" Lucie Peterson

" Studie Bashemy

" Christine Thomas

" Ida Ward

List of One
Year Class

See p. 69

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June 29, 1911.

The meeting adjourned from May 23rd was called to order by Gov. Jarvis in the absence of Dr. Joyner.

The following members were present.

T. J. Jarvis Chair. Ex. Com. acting chairman.

U. T. Ormond

J. P. Bannerman

J. C. Parker

A. McDowell.

R. B. White

The minutes of the meetings of Dec. 20th 1910, and May 23rd 1911, were read and approved.

Chair T. J. Jarvis stated that the indebtedness of the school on June 1st as shown by the report of the Auditing Com. was \$7132.87

Debt.
June 1st
1911

He also estimated the probable indebtedness at the end of the present quarter, Aug 31st and at end of present fiscal year, Nov. 30th. He furthermore showed the probable financial condition of the school at the close of the fiscal year 1911 and 1912, basing his estimates on the present monthly expenses.

Report of
Auditing
Committee

The chairman asked R. B. White to read the report submitted by the Com. employed to audit the Bursar's books. The board instructed the Auditing Com. to make such correction and entry of the cash item \$56.48 charged to the Bursar as will show the cash account balanced.

Report
adopted
(pp 76-85)

On motion the report of the Auditing Com. was adopted with the correction noted above.

President's
Salary

Moved by R. B. White that the salary of Pres. Wright be increased to \$2760⁰⁰ per year. The motion carried unanimously.

The board here took recess for dinner.

The board re-convened at 2 P. M. with Gov. Jarvis in the chair.

Increase in
salary of
Misses
Muffly
Davis
Graham
Pugh

Moved and seconded that the salary of Miss May B. Muffly be increased to \$1250⁰⁰ per year and that the salaries of Misses S. J. Davis, M. D. Graham, and Elizabeth Pugh be increased to

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\$950⁰⁰ per year.

Carried.

Com. on
purchase of
land back
of school
grounds.

An motion of A. McDowell, Geo. Jarvis, Y. T. Ormond, J. C. Parker, J. R. Bannerman, and R. B. White were constituted a Com. of five to inspect and purchase the plot of land lying back of the school grounds, if in their judgment the purchase of same is wise and for the best interests of the school.

Election of
Miss Wraitt

Moved and seconded that Miss Daisy B. Wraitt be elected teacher of Latin at a salary of \$500⁰⁰ per year. Unanimously carried.

Library books
\$500⁰⁰

An motion the President was authorized to spend \$500⁰⁰ more in the purchase of Library books.

Com. on needs
of Light plant
&c.

Moved that A. McDowell, Pres. R. H. Wright, and Y. T. Ormond be appointed a Com. to investigate the needs of the Heat, Light, Refrigerating and Laundry plants, and that all the propositions that have been presented to the Board looking to an additional electric unit, or any other changes or additions to any of these plants, be referred to this committee, with power to accept any or reject all, and to contract such changes as they may see proper.

Motion carried.

Pay Auditing
Com.

An motion the Bursar was instructed to pay to the Auditing Com, B. B. Sugg and A. L. Blow, who audited the Bursar's books the sum of \$150⁰⁰ (\$75⁰⁰ each) for their services.

New Bur-
sar.

R. B. White moved that the President be authorized and instructed to employ a Bursar for the school, so that the present Bursar, C. W. Wilson may give his entire time to teaching. The salary of the Bursar to be employed shall not exceed \$900⁰⁰. Motion carried.

Com. on
Practice
School

Y. T. Ormond moved that the Chairman of the Ex. Com, T. J. Jarvis, and Pres. Wright be appointed a com. to take the matter of a Practice School under advisement and if in their judgment arrangements should be made for same, they are hereby authorized to provide for same at a cost not to exceed \$1000⁰⁰. Carried.

6/29/1911

Report of Auditing Committee.

Greenville, N.C., June 28th. 1911.

Report of
Auditing
Com.

Hon. Thomas G. Jarvis, Chair. Ex. Committee,
East Carolina Teachers' Training School,
Greenville, N.C.

Dear Sir:

We beg to submit herewith results of our audit of the books of the East Carolina Teachers' Training School from October 5th., 1909, the day of its opening, up to and including May 31st., 1911.

We have rendered, as information, separate statements of the operation of the school from Oct. 5th., 1909 to August 31st., 1910, inclusive, and September 1st., 1910 to May 31st., 1911, inclusive, and an additional statement embodying the entire period, together with a recapitulation, indicating the gross income and disbursements.

We beg to point out that on May 31st., 1911, the actual cash on hand was \$22.68, while the records indicate that there should be a balance of \$79.16 on hand, a difference of \$56.48. This amount was located by the Bursar and was charged to Cash on report.

In reference to the item of \$172.48 credited to Bursar, we beg to advise that we were unable to locate several checks drawn in 1909 and 1910, which evidently the bank has paid. It is possible that they have been filed with other papers. At any rate, until all of the checks have been returned thru the bank, or located, we would suggest that this amount remain credited.

It is our opinion that there would be much economy, and at the same time give all the information desired, if a more simplified method of keeping the accounts were installed. In connection therewith, we would recommend that a combination cash book and journal be used, in view of the fact that all receipts are carried to the cash account before being deposited in the bank, and that all students' accounts, Fall, Spring and Summer, for each year, be kept in one general students' ledger, and a general ledger in which all accounts of every

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Report of
Auditing
Comm.

nature pertaining to the operation of the school, should be kept. By this method a detail account of the standing of the school could be furnished very readily.

We would also suggest that duplicate deposit slips be kept, showing in detail, what the deposits consist of, and that the Bank be instructed not to enter debit slips, or otherwise charge the school account, with any amounts, unless they have regular check to cover.

We would likewise suggest that the cash and bank accounts be balanced on the last day of each month, and that all accounts, including students, be balanced at least every quarter, and that at least semi-annually, the entire records be audited, which would be less laborious and less expensive, than annually or longer.

Finally, we would suggest that, in order that a perfect system of vouchers be maintained, all disbursements be made by regular check, and nothing to be paid out in cash.

If there are any items in the statements herewith handed you not entirely clear, we would be pleased to explain them.

Yours respectfully,
Alex L. Blow.
B. B. Sugg.

6/29/11

Recapitulation.

Entire Period, Oct. 5th, 1909 to May 31, 1911, inclusive.

Account	Dr.	Cr.
<i>Report of Auditing Com.</i> Dining Room & Kitchen	\$ 21,816.64	\$ 27,829.18
Laundry	4,107.76	4,529.00
Text Book.	2,544.00	1,531.70
Light and Heat	9,892.73	2,451.33
Medical	960.25	1,113.88
Dormitory	684.10	675.12
Music	83.54	2,514.44
Registration Fees		942.60
Tuition		1,439.46
Study Room		166.30
Miscellaneous, Income		108.50
Office Supplies	1,844.85	
Salary	31,543.51	
Farm and Garden	677.91	
Advertising	982.30	
Maintenance, Misc	8,803.55	
School Paper	371.81	
Trustees Expense	250.85	
Interest and Discount	444.11	
	<u>\$85,007.91</u>	<u>\$43,301.41</u>
Surplus	41,706.50	
Equipment	21,261.56	
Refrigerating Plant	2,638.50	
Students Accounts	1,469.26	416.96
Bills Payable, Note at		
Bank of Greenville, Due 7/2/11/		6,000.00
State Treasurer		47,500.00
P. G. Cobb, Treasurer		11,932.67
Cash	79.16	
Bank		1,132.87
Ponar (Bank)		172.48
	<u>67,154.98</u>	<u>67,154.98</u>

6/29/11

Entire Period
October 5th., 1909, to May 31st., 1911, inclusive.

Report of
Auditing
Comm.

	Dr.	Cr. Cr.
Cash on Hand, Actual ,	\$ 79.16 22.65	\$
Cash (Bursar)	56.48	
Bursar (Bank)		172.48
Bank		1,132.87
Dining Room and Kitchen Expenses.	21,816.64	
Laundry Expense	4,107.76	
Text Book Expense	2,544.00	
Light and Heat Expense	9,892.73	
Medical Expense	960.25	
Dormitory Expense	684.10	
Music Expense	83.54	
Office Supplies	1,844.85	
Salary Account	31,543.51	
Farm and Garden Account	677.91	
Advertising	982.30	
Miscellaneous Maintenance	8,803.55	
School Paper Account	371.81	
Trustees Expense	250.85	
Interest and Discount	444.11	
Equipment Account	21,261.56	
Refrigerating Plant	2,638.50	
Bills Payable		
Bank of G. Due July 2, 1911.		6,000.00
State Treasurer		47,500.00
R. J. Cobb, Treasurer		11,932.67
Music Income		2,514.44
Registration Fee Income		942.50
Board Income		27,829.18
Laundry Income		4,529.00
Text Book Income		1,531.70
Light and Heat Income		2,451. ³³ 53
Medical Income		1,113.88
Dormitory Income		675.12

6/29/11

	Dr.	Cr.
Tuition Income		\$1439.46
Study Room Income		\$166.30
Miscellaneous Income		108.50
Students, Fall Term, 1909-10	\$387.44	121.88
Students, Summer Term, 1910,	115.25	23.27
Students, Fall Term, 1910-11,	966.57	265.81
Students, Spring Term, 1911,		6.00
Total,	\$110,456.39	\$110,456.39

Report of Auditing Com.

6/29/11

October 5th, 1909, to August 31st, 1910, inclusive.

	Dr.	Cr.
Cash on Hand	\$ 3.77	\$ 1650.31
<i>Report of</i> <i>Auditing</i> <i>Comm.</i> Bank		
Dining Room + Kitchen Expense	9,629.50	
Light and Heat Expense	3,410.99	
Laundry Expense	1,898.37	
Text book Expense	1,510.02	
Dormitory Expense	299.45	
Medical and Infirmary Expense	395.76	
Board Income		12,538.49
Light and Heat Income		949.98
Laundry Income		2,085.52
Text Book Income		565.55
Medical Income		305.26
Music Income		1,107.48
Tuition Income		772.21
Dormitory Income		309.16
Study Room Income		64.00
Registration Fee Income		855.00
Miscellaneous Income		33.05
Miscellaneous Equipment	19,281.02	
Miscellaneous Maintenance	3,977.76	
Office Supplies	815.93	
Salary Account	14,060.26	
H. E. Austin, Advanced	150.00	
Advertising Account	177.74	
School Paper Account	93.78	
Trustees Expenses	68.95	
Farm and Garden Account	148.96	
Interest and Discount	89.38	
Refrigerating Plant	1,299.50	
State Auditor		21,500.00
R. G. Cobb, Treasurer		11,932.67
Bills Payable, Bank of Greenville		3,000.00
Nellie Allen	27.50	
Mary Tredard		.50
Willie Bowyer		86.80

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Report of
Auditing
Comm.

	Dr	Cr
Mamie Chapman	\$ 27.50	
Addie Coburn		13.75
Mattie S. Corey		2.50
Pattie S. Dowell	27.50	
Willie Freeman	1.50	
Nannie M. House	6.25	
Janie Kerr	20.00	
Jennie B. Morrill	75.00	
Mana Patrick	27.50	
Clara Pugh	18.75	
Willie E. Ragdale	24.50	
Marce Robertson	.50	
Addie Rollins		10.00
Mary Shelburne	8.00	
Effie Satterfield	93.75	
Pena Shavender		8.33
Emily Turner	7.00	
Anaie White	3.44	
Victor G. Williams	18.75	
Nannie Bowling	2.50	
Jamie Bryan	2.50	
Lela Brown	2.50	
Rachel O. Coward	2.50	
Huldah M. Cox		3.75
Magdalene Cox		3.75
Dora P. Creel	2.50	
Sadie Cunn	2.50	
Beulah Flanagan	41.25	
Ruberta Flanagan	14.00	
Ethel Flowers	2.50	
Delpha Hester		.50
Mary Holland		2.50
Mattie P. Johnson		10.25
Maud Mooring		2.50
Kate Reid		.01
Emma Robertson	15.00	
Alice Carr Sutton	27.50	

6/29/11

	Dr	Cr
Bessie Warren.	\$	\$.01
Total.	\$ 57,813.83	\$ 57,813.83

September 1st. 1910 to May 31st. 1911, inclusive.

Report of
auditing
Comm.

Cash	\$ 75.39	
Bank	3 44.96	
Dining Room + Kitchen, Expense	12,187.14	
Laundry Expense	2,209.39	
Text Book Expense	1,033.98	
Laundry Expense Light + Heat Expense	6,481.74	
Medical Expense	564.49	
Dormitory Expense	384.65	
Music Expense	83.54	
Music Income		1,406.96
Registration Fee Income		87.50
Board Income		15,290.69
Laundry Income		2,443.48
Text Book Income		966.15
Light and Heat Income		1,501.35
Medical Income		808.62
Dormitory Income		365.96
Tuition Income		667.25
Study Room Income		102.30
Miscellaneous Income		75.45
Office Supplies	1,028.92	
Salary Account	17,483.25	
Farm and Garden Account	528.95	
Advertising	804.56	
Miscellaneous Maintenance	4,825.79	
Equipment Account	1,980.54	
Refrigerating Plant	1,339.00	
School Paper Account	278.03	
Trustees Expenses	181.90	
Interest and Discount	354.73	
Bills Payable		3,000.00
H. E. Austin		150.00

6/29/11

	Dr.	Cr.
State Treasurer	\$	\$ 26,000.00
Mary Puris		6.00
<i>Report of Auditing Com.</i> Susie H. Clifton	10.00	
Willie Bowyer	110.00	
Lutera Bass	58.47	
Florence E. Blow	9.00	
Margaret Blow	69.00	
Fla L. Bulluck	62.50	
Alice Blow	5.00	
Willie Bowyer		13.00
Lela Brown		2.50
Bertha Craft		17.35
Mamie Chapman		27.50
Margaret Davis		.25
Mrs E. D. Dodd	9.00	
Sadie Exum		2.50
Beulah Flanagan		2.00
Ruberta Flanagan	19.00	
Jamie Kerr	85.00	
Myrtle Hoozee		9.13
Floyd Loftin	5.00	
Mabel Lucas	42.50	
F. F. Loftin	28.00	
Bessie Maxwell		31.25
Jennie B. Merrill	150.00	
Lela Merrill	8.75	
Mana Patrick		27.50
Ferol Peal	1.00	
Mannie Potter		1.88
Emma Purvis	85.00	
W. H. Pugh		18.75
Willie Pags Dale		24.50
Lalage Rice	2.25	
Belva Ross	13.75	
Maree Robertson		15.00
Emma Robertson		15.00
Effie Satterfield		33.95

6/29/11

	\$	Dr.	\$	Cr.
Ada M. Smith		1.25		
Report of Helene Stroud		31.25		
Ethel Stokes		7.50		
Mollie Taylor		7.10		
Emily Turner				7.00
Agnes R. Hooten		31.25		
Victor G. Williams				16.75
Sallie G. Davis		30.00		
Emma Jones		30.00		
Ola S. Ross		15.00		
Elizabeth Pugh		30.00		
Miss R. B. Muffly		70.00		
Total		\$53,137.52		\$53,137.52

The Board adjourned to meet next day (June 30th) at 9:30 A.M.

6/30/11

Friday, June 30th, 9:30 A.M.

J. B. Leigh was present on this date. The Board met at 9:30 A.M. according to adjournment and attended the celebration of The Breaking of Ground in a body.

At the celebration the following programme was carried out in full:—

Prayer.

Rev. C. M. Rock.

Chorus—All Hail The Power of Jesus' Name

Statement of Origin and Progress of the School Hon. T. J. Jarvis

Chorus—"The Old North State"

Address—

Hon. W. W. Kitchen, Governor.

Chorus "America"

Address—

Dr. Geo. D. Strayer

Chorus—"Drink to Me Only with Thine Eyes"

Address—

Mr. C. C. Brooks.

Semi Chorus "We Meet Again"

Short Addresses

Chorus "Barcarolle" from "Tales of Hoffman"

After the celebration, there being no further business, the Board adjourned.

Programme
of
Celebration of
The Breaking
of Ground.

7-2-12

July 2, 1912.

Board met at 3 P.M. Following members present:

J. Y. Joyner, Chairman
 F. J. Jarris
 Y. T. Ermond
 J. O. Carr
 J. A. Bannerman
 Geo. C. Carkeu

On motion Robt. N. Wright was re-elected president of the school at the same salary.

Resignation
 of Misses
 Dabney
 Bishop
 Cassidy.

Moved by J. O. Carr that the action of the Executive Committee in accepting the resignations of Miss Orpah Dabney, Miss Fannie M. Bishop and Miss Eugenia Cassidy be approved by the Board. Carried.

Re-election
 of Teachers

On motion the Board approved the recommendation of Pres. Wright in regard to the re-election of teachers, and all the teaching force (except those whose resignations have been accepted) were re-elected at same salary received by each now.

It was moved and carried that all the office force and officers of the school be re-elected at salary now received.

Moved that the action of the Executive Committee authorizing Pres. Wright to fill the vacancies caused by the resignations accepted above be approved. Carried.

On motion the entire report of the Executive Committee was received and approved.

Election
 of Miss
 Barrett

Pres. Wright reported that on authority conferred upon him by the Executive Committee he had employed Miss May Barnett as teacher of Primary Methods at a salary of \$900. On motion this action was approved and Miss Barnett

7-2-12 declared elected.

Pres. Wright read his Third Annual Report to the Board of Trustees. The report follows:

June 4, 1912.

To the Board of Trustees of the
East Carolina Teachers Training School
Greenville, N.C.

Gentlemen:

I herewith submit to you
my third annual report.

Respectfully,

Robt. H. Wright, President.

The third school year began Sept. 26, 1911. During this year we have followed the courses of instruction adopted by you January 20th, 1910. March 26th to June 5, 1912 we offered the first term of a course of instruction adopted by the executive committee at its meeting Jan. 5, 1912. This course is known in our catalogue as One Year Course B. Forty-three students have taken this course. From the results of this term's work I am sure this is to be one of our most valuable short courses.

Eighteen students as follows:

Miss Florence Blow	Miss Ethel Hunter
" Naomi Bowling	" Mattie Mays King
" Edna Campbell	" Nora Mason
" Hilda Critcher	" Eula Proctor
" Mammie Best Dail	" Willie Ragdale
" Marguerite Davis	" Georgia Scott
" Sadie Exum	" Pattie Uzzell
" Estelle Greene	" Sarah Waller
" Emma Harden	" Mammie Williams.

have completed the two years course of professional training and the faculty recommends that they be given diplomas.

President's
3rd Annual
Report.

Graduates
1912

7-2-12

President's
3rd Annual
Report.

At our commencement last year thirteen young women were given diplomas. Since that time four others, viz: Misses Ruth Ruffin, Lillian Carr, Judith Boyd, and Juanita Dixon have completed the course and have been given diplomas.

Seventeen students as follows:

One-Year
Course-A.

Miss Fannie Brown	Miss I'llma Meade
" Myrtle Brown	" Sarah Mitchell
" Marie Felton	" Ella Moore
" Lenna Fleetwood	" Lillian Russell
" Della Gibbs	" Mary Stanley
" Annie Ginn	" Mary Watson
" Lela Hatfield	" Kate Nixon
" Jessie Spock	Mr. J. P. Woodard
" Minnie Markham	

have completed our One Year Course for Teachers of Rural Schools designated in our catalogue as One Year Course A, and we recommend that each be given a certificate showing that she has completed this course.

Since March 3, 1911, for lack of space in our dormitories we have been forced to refuse admission to four hundred and twelve persons who have made application. This includes those who have applied for admission to our Summer Term to begin June 11th 1912.

Enrollment
rc.

The enrollment this school year is greater than it has ever been before. For the regular school year last year we enrolled two hundred and twenty-five students; twenty-one men and two hundred and four women. This year the enrollment is two hundred and thirty-five; four men and two hundred and thirty-one women. The total enrollment of students since Oct. 5, 1909 is 1252. Last year 17 students paid tuition. This year 5 students paid tuition, all others have agreed to teach for a period of two years. Twenty-nine students have taken instrumental music. Seven students have taken special lessons in voice. In the school this year forty-four counties are represented, and three states.

All the available rooms in our dormitories for the coming Summer Term were taken by students who wish

7-2-12

to spend the entire eight weeks, by May 8th, over a month before the summer term is to begin.

Since my last annual report Miss Daisy Bailey Waitt, in place of Miss Birdie Mc-Kimney, resigned, has been elected as Teacher of Latin. Salary \$800⁰⁰. Miss Eugenia Cassidey in place of Mrs. Jennie M. Ogden, salary \$630⁰⁰, and Mr. J. B. Spilman has been elected Bursar at a salary of \$900⁰⁰ per year. The work of Miss Waitt is satisfactory. The work of Mr. Spilman is satisfactory. With the Bursar giving his full time to the work, the management of the office is more satisfactory than it has been before.

The following have tendered their resignation which I submit herewith:

Miss Orpah Dabney, teacher of Primary Methods.

Miss Fannie Mac Bishop, teacher of Instrumental Music.

Miss Eugenia Cassidey, Matron.

I recommend that these resignations be accepted and that provisions be made to secure persons to take the work left vacant by these resignations.

I recommend that the other members of the faculty, office force, and officers of the institution be re-elected.

During the past school year the Training School has had charge of one grade in the town graded school for observation and practice work. The result of this was so satisfactory that I recommend that sufficient funds be appropriated to continue this work for another year, and that a teacher be employed to give her full time to this work in the graded school, said teacher to be a member of the faculty of this school.

The Student Loan Fund, \$112.50 left the school by the class of 1911, has been the means of keeping three students in school this year. One of the students is a member of the graduating class.

The money appropriated by the Board of Trustees, and the money donated to the school by the students of the Summer Term, 1911, for the purchase of books, magazines, newspapers, and educational periodicals has been spent as directed. We have a small collection of valuable books, some of the lead-

President's
3rd Annual
Report.

Resignations

Re-election
of Teachers
& officers.

Students
Loan Fund.

Library

7-2-12 ing newspapers and magazines. We find this addition at-
 (President's most invaluable to the work. During the year our record
 3rd annual shows 8780 persons have used the library. 2500 books have
 Report. been borrowed from the library.

The Summer Term of 1911 was the most successful Sum-
 mer Term the school has had. During this term 300 students
 were enrolled. Many of these were engaged in teaching last
 year.

We have on file at present a larger number of applications
 for admission to the Summer Term this year than at any
 School Year previous Summer Term. This work having become so thoroughly
 divided into 4 terms established as a definite part of our school I recommend
 that the school year be divided into four equal terms, any
 three of which may constitute a school year. This means that
 the Summer Term will become one term of the regular school
 year. I, therefore, recommend that a fee be charged for the use
 of text-books and that the school furnish text-books, and that
 a fee be charged for medical and hospital services and the In-
 firmary be kept open during the Summer Term.

It is now clearly demonstrated to me that it is im-
 possible for the school to be larger than it is and to do efficient
 work, unless we have additional class-rooms, as well as dor-
 mitory space. The department of Household Economics could
 not be housed in the Administration building. We have, therefore,
 been forced to take a part of the appropriation set aside for the
 Science Department and equip a two-room building near the
 stables and turn this building into a kitchen and dining room
 for the Department of Household Economics.

All the available space in the Administration building
 has already been taken. We have been forced this spring to take
 the room that had been set aside for the Young Woman's Chris-
 tian Association and convert it into a recitation room. This
 means that there is no home in the school for the Young Woman's
 Christian Association. It also means that there is no room in
 the building for one of the pianos used for practice purposes.
 We are now using the dressing rooms back of the stage for teach-
 ing rooms; and the exits from the stage for practice rooms,
 and the hall on the third floor as a practice room. Every

7-2-12

President's
3rd Annual
Report.

available part of the building is now in use and we still have need of additional rooms for practice purposes. We also have need of additional class-rooms, as one of our Teachers does not have a room in which to meet his classes.

I call this to your attention that you may see that this school is already as large as its present buildings and equipment will allow it to be. Were we to increase the enrollment without increasing our dormitories and class-rooms we could not do efficient work for those who attend the school.

Experience has demonstrated to us that mosquitoes live here through the entire school year and are a menace to the health of the students. This makes it very necessary to have all the dormitory rooms and the infirmary screened.

Under existing conditions we are forced to place water coolers about the dormitories to supply drinking water for the student body during the hot weather. This is not at all desirable. I, therefore, recommend that some provision be made to supply cool water for drinking purposes for the dormitories, Administration building, and infirmary.

Signed: Robt. H. Wright.

Repairs on
roof etc.

Moved that Pres. Wright be authorized and instructed to have such repairs made on roofs of buildings etc as may be found necessary for the protection of the property.

Motion carried.

Enlargement
of Light
plant.

On motion Pres. Wright and the Executive Committee were authorized to take such steps as may be necessary for the necessary enlargement of the Electric Light Plant.

Pres. Wright recommended that for the Summer Term, as in other terms of the school, a fee be charged for the use of text-books and for medical and hospital services.

Books and
Medical
Fees to be
Charged
in Summer
Term.

On motion this recommendation was adopted and the management of the school was authorized to furnish text-books and keep the infirmary open during the Summer Term for which reasonable fees shall be charged.

Model
School.

Moved that Pres. Wright's recommendations in regard to provision for practice teaching be adopted, the cost of

7-2-12 same not to exceed \$800⁰⁰. Carried.

On motion the question of compensation of the school Physician for his services for the Summer Term of 1912 ~~the~~ was referred to the Executive Committee with power to act.

On motion the Board approved the action of the Executive Com. and Pres. Wright in keeping the infirmary open during the present Summer Term (1912)

Adjourned.

J. Y. Joyner, Chm.

C. W. Wilson, Secy.

Approved

12-16-12

Meeting of Board of Trustees.

Dec. 16th 1912.

The Board met Monday evening at 9:40 p.m. after attending an address to the school by Mr. Clarence Poe.

The following members were present:

J. Y. Joyner, Chm., F. J. Jarvis, M. T. Ormond, Jno. C. Parker, J. R. Baumerman, R. B. White, J. B. Leigh, and Clarence Poe.

On motion the Board adjourned to meet tomorrow morning, Dec. 17th, at 9:30 o'clock.

12-17-12

Tuesday morning, Dec. 17th 1912.

The adjourned meeting called to order with the same members in attendance that were present at the session the night before.

Clerk of Superior Court, D. C. Moore was present by request and administered the oath of office to Mr. Clarence Poe who was elected a member of the Board to fill the vacancy caused by the removal of J. T. Turlington from the Fourth Congressional district.

The minutes of last meeting were read and approved.

Chairman J. Y. Joyner called for Pres. Wright's report and recommendations to the Board of Trustees.

(The President's report and recommendations as read by him

12-17-12

appear in the "Third Biennial Report of the Board of Trustees" on page 96 of this book)

Pres. Wright read the following report for a special committee:

"To the Board of Trustees of the East Carolina Teachers Training School:

Gentlemen:

Your committee appointed June 29th 1911 to investigate the needs of the heating, lighting, refrigerating, and laundry plants, with power to make such changes as they saw proper, begs leave to submit the following report:

There have been six meetings of the Committee: Aug. 2, 1911, Dec. 9, 1911, Jan. 5, 1912, Aug. 9, 1912, Oct. 11, 1912, and Nov. 1, 1912.

An investigation shows that the present electric unit is too small to carry the load. An additional armature has been purchased at a cost of \$423.05. A larger unit should be purchased and an engine room should be built. In this room should be placed both the small unit now in use and the larger one to be purchased.

We found that the water now being used, when heated, is attacking the plumbing and has already done a great deal of damage. After a careful study of the situation it became apparent to your committee that a change of water is imperative. We decided to sink a deep well and see if in that way we could not get a supply of water for the school. A contract was let to the Hydrow Pump and Well Company of Richmond, Va., One well was bored 1006 feet deep. From this hole we were not able to secure water. This hole was near the power house. We then moved the machine east of the power house to the ravine and there bored a hole 52 feet deep. In this hole we struck a water bearing sand that was workable and ordered a 12-foot strainer. While waiting for the strainer to come we moved up the hill about forty yards nearer the power house and bored another hole 72 feet deep. At this depth we struck a better grade of water-bearing sand than we found in well no. 2, consequently we placed the strainer, when it came, in hole No. 3. This well supplies 39 gallons of water per minute. The water has been analyzed and the analysis is submitted herewith. The total cost of sinking these wells is \$7050.18.

Report of
Com. on needs
of light and
Power plant.

12-17-12

Report of
Com. on needs
of Light and
Power plant.

Since we began to bore for water we have had other signs of the imperative need for a change of water. Parts of the turbine now being used have been destroyed by the action of the steam upon them, due to some substance in the water. As a result of this there was on Oct. 25, 1912 a break-down in the power plant that cost \$140.16.

Additional parts have been purchased and the turbine is now in use, though it is liable to go to pieces at any time. On account of these defects your committee, sitting with the Executive Committee on Nov. 1st, has made arrangements with the town to take a part of our electric load day and night. We have also arranged, with the town to furnish us with sufficient lights to light up the students' rooms, the campus, infirmary, dining room, and the power plant in case of another break-down.

It is evident to your committee that if the school is enlarged the laundry will have to be enlarged. Our plans at the time were to install ventilators in the laundry as it now stands. In the summer time there are days when it is insufferably hot in the laundry. This is due, ~~to~~ in a large measure, to the lack of proper ventilation. We found, however, that the steam from the dry room was being turned into the laundry. We have extended the pipe to the stove flue and in the summer time the steam is taken, in this way, out of the building. We have not installed a system of ventilation, because, it is the opinion of your committee that the time to do this is when we enlarge the laundry. At this time the roof will have to be torn up and proper ventilation can be installed at a smaller cost than to put in ventilators at the present. In fact, we think the additional room for the laundry and the engine room should be built at the same time and come under the same roof.

We found that the exhaust from the radiators and the water used to cool the armature in the refrigerating plant were going to waste. We have, therefore, built a brick and concrete reservoir that will hold between 2000 and 3000 gallons of water. In this way there has been a saving to the school of not less than 25 per cent. of our water bill.

We found much coal being wasted because there was no place for storing the coal. We have, therefore, had a coal bin built to the south side of the power plant. This bin is large enough to take about four cars of coal. It is constructed of brick with

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a cement floor. We have placed around this bin a cement driveway sufficiently wide to enable us to save all waste from unloading.

Respectfully submitted and signed by the Committee:

A. McDowell, Chm.

G. F. Ormand

Robt. H. Wright. "

Treasurer's
Report
See p. 114

The Treasurer's report was then read by Treasurer J. B. Spilman. (The report appears in the "Third Biennial Report of the Board of Trustees" on page 114 of this book.)

Gov. T. J. Jarvis made the following verbal report for the Ex. Committee:

School
Physician's
Compensation

"We your committee acting upon authority conferred upon us by your Board in session June 4th 1912 have arranged with the school Physician to pay him the stipulated sum of \$60⁰⁰ per month for the 12 months of the year in lieu of the division of the Infirmary Fee as heretofore."

This action was approved by vote of the Board.

Report of
Ex. Com.
See p. 96.

The full and complete report of the Executive Committee was then read by Chm. T. J. Jarvis.

(The report appears in full on pages 96-117 of this book.)

Moved and seconded that the report of the Executive Committee be received, endorsed, approved, and transmitted to the next General Assembly as the recommendations of the Board.

Carried by unanimous vote.

President Wright reported that since last meeting of the Board, acting on authority conferred upon him by the Board, he had employed the following teachers:

Miss Lida Hill, Teacher of Instrumental Music to fill vacancy caused by the resignation of Miss Bishop. Salary \$800⁰⁰ per year.

Miss Mary Rankin, Dining-room Matron to fill vacancy resulting from the resignation of Miss Cassiday. Salary \$630⁰⁰ per yr.

Miss Miriam MacFayden as Critic Teacher in the Practice School. Salary \$720⁰⁰ per year.

On motion this action of Pres. Wright was ratified and the

Employment
of Misses
Hill
Rankin
MacFayden

12-17-12 Three teachers declared elected.

On motion the Ex. Com. was authorized to make the necessary provision for a Summer Term of the school to follow the present regular session which closes June 10th 1913.

Voice lessons -
Cost of.

On motion it was ordered that the charge for special lessons in Vocal Music shall be advanced from \$36⁰⁰ per year to \$45⁰⁰ per year (of nine school months) on and after the opening of the regular session in Sept. 1913.

Adding
machine

Moved that the school purchase the Adding Machine now in use in Bursars office and the machine become the property of the school. Carried.

Moved that Miss Mary Rankin, Dining-room Matron, be allowed living expenses - board, room, laundry, and lights, - in addition to her annual salary of \$630⁰⁰, this to date from Jan. 1, 1913.

Motion carried.

Moved that the request of the present Senior Class as to planting ivy around the school buildings be referred to Gov. Jarvis and Mr. Wright for final answer. Motion carried.

To get prices
on Tanks

Moved that Pres. Wright be instructed to write to Tank Builders for prices, term, and proposition for installing a water tank, same to be considered at some future time since the Board is not in position to take action on this matter until after the next General Assembly, and that the Executive Committee be and is hereby authorized to take up the question of a tank and a change in our water supply, after the meeting of the General Assembly, with power to act. Motion carried.

On motion the Board adjourned.

J. Y. Joyner Chm.
C. W. Wilson Secy.

Third Biennial
Report of Board
of Trustees.

Third Biennial Report
of the
Board of Trustees
to
Governor W. W. Kitchen
1912.

President's
Report

President's Report
Greenville, N. C. Dec. 16, 1912.
To the Board of Trustees of East Carolina Teachers

12-17-12

Training School.

President's
Report.

Gentlemen: - Since the school first opened its doors for students, October 5, 1909, we have had a net enrollment of 1,755, as follows:

	Regular School Year	Summer	Total	names counted twice	net enrollment
1909-1910	174	330	504	42	462
1910-1911	227	300	527	29	498
1911-1912	235	359	594	26	568
Fall Term, 1912	227		227		227
Totals			1,852		1,755

From this it will be seen that the total number of students enrolled since the school began is 1,852. Not counting any student's name twice in twelve months, the total net enrollment is 1,755.

For lack of room in our dormitories, we have been forced to refuse admission to 599 students. This means that 34.1+ per cent of our total net enrollment has been refused admission. This fall, acting under your authority, we have not admitted young men into the rooms of the dormitories, and we have been forced to refuse admission to 68 young women for lack of dormitory space. This is 29.9+ per cent of the total enrollment for the fall term.

If the dormitories were not overcrowded they would accommodate only 190 students. We now have in the dormitories 202 students. To accommodate the twelve students above our available capacity, six sitting-rooms have been turned into bedrooms. This takes rooms from the students that they very much need. In fact, there is now

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President's
Report

no place in the dormitories for the students to meet in a social way, except in the corridors, and here they have to stand or sit upon trunks. This is not as it should be.

From the first, we have held this school to the purpose for which it was established, viz., to train teachers for the schools of North Carolina. If a student agrees to teach for two years, there is no charge for tuition. At present we have only eight students who pay tuition. This means that practically all the students in this school will become teachers.

The courses of instruction are found outlined in our catalogue for 1911-1912. A glance at this outline will show that we are offering only those things that will help to make efficient teachers. Since 63 per cent of the people of North Carolina live on farms, and because of the fact that the rural school has long been, in a measure, the neglected school in our State, we are offering two one-year courses to train teachers especially for the country schools. In these short courses we feel that we are doing valuable service to the country children. This, however, does not mean that the graduates of this school are not going into the country schools. Over 75 per cent of those who have graduated from this school are now teaching country children.

Donations.

The motto of this school is "To Serve". That the spirit of service has found lodgment in the hearts of the students is beautifully

of the Board of Trustees.

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President's
Report.

exemplified in the following donations. These came to the school without solicitation - in fact, I was in total ignorance of the purpose of the students in each case until the movement was well under way.

Student Loan Fund.

The Class of 1911	\$112.50
The Class of 1912	200.00
Summer School 1912	<u>45.00</u>
Total	\$357.50

For books in the library
by the Summer School of 1911-52.50

The Student Loan Fund has been the instrument of helping seven students. The donation to the library has been spent for books that are now in the library for reference purposes.

In the following part of this report it is my purpose to give in outline some of the most urgent needs of this school.

For the growth and development of the school, each item mentioned below is now a necessity:

1. The first need of this school is an additional electric light unit, both engine and generator. It is not wise to attempt to continue to furnish light without a larger electric unit.

2. Two wings to the Administration Building. These to contain classrooms, laboratories, music-rooms, and library. In the basement to be a lavatory for men and a lavatory for women, a stock-room, and a postoffice.

The enrollment of the school is now so large that every available room has been taken; we are using a cabin on the grounds for Domestic Science,

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President's
Report.

and I still have one teacher without a class-room. The dressing-rooms, back of the stage, are used as recitation rooms, and the exits from the stage are used as practice rooms. The Young Women's Christian Association has been forced to move on the third floor and a room has been fitted up for it. Some of our classes are too large and should be divided into sections. It is impossible to do this, because there is no place for an additional section to recite. We have more students in school than we can give instruction to in the size groups they should be placed. We are not able to give some of our classes more than half the laboratory work they need.

3. Practice School. - I think it is not necessary to assign reasons why we should have a practice school, for I believe every member of the board of trustees realizes the necessity for such a school.

4. President's Residence. - It is a part of the plan of the school to provide a home for the president. It is impossible for any man to give his best service to a school and live in the dormitory, as the president now is doing. The apartment he now uses could be occupied by students, thus increasing the dormitory capacity.

5. Gymnasium. - This building should contain the necessary floor space and equipment for the usual form of gymnastic exercises. It should also be a recreation hall and a place large enough to teach the students in this school the plays and games that

The Board of Trustees.

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President's
Report.

They should know and teach the children in their schools. In a school of this kind the students should be taught that it is as much a part of one's work as teacher to take care of the recreation hour as it is to take care of the recitation hour. We cannot do this part of our work unless we are in a position to organize our recreation hours and place them in charge of a well-trained teacher.

6. It is not possible for me to arrange the following in any order of preference, as the enlargement of the first will necessitate the enlargement of the others: (a) Dormitories, (b) Laundry, (c) Dining-room and kitchen.

(a) Dormitories. - We should add two wings to the East Dormitory, making it similar to the West Dormitory. Since the school began, October 5, 1909, we have enrolled 1,755 students and refused admission to 599 for the lack of room. This fall we have refused 68 students. In other words, it is impossible for this school to grow unless we build more rooms for the dormitories.

(b) Laundry. - If the dormitory capacity is increased it will at once become necessary to enlarge the laundry, for the laundry is now taxed to the limit of its capacity.

(c) Dining-room and Kitchen. - If additional students are admitted to the school it will also become necessary to build a kitchen and turn the present kitchen into the dining-room.

7. Changes in West Dormitory. - The corridor floors of the West Dormitory should be relaid with hardwood or covered with something like cork linoleum. Every available parlor and pack room

12-17-12
 President's
 Report.

in the dormitories is now used as a bedroom, that we may accommodate as many students as possible.

At present the Lady Principal has no bathroom other than the general bathroom for the student body in the dormitory. This is not as it should be.

8. Waterworks. - The condition of the plumbing and the cost for water make it wise to establish our own waterworks.

9. Gas Plant - To do the work in the laboratories as it should be done makes it necessary for us to install a gas plant. This should not cost over \$500.

10. Office Equipment. - The office has never been provided with the necessary files to keep the records as they should be kept.

11. Walks and Grounds. - Unless we spend, annually, something on the grounds we will not be able to keep them in the condition they are at present, to say nothing of improving them.

12. Teachers. - The present corps of teachers is overtaxed with work. We need this year at least two more teachers. If the school is allowed to grow it will be necessary to add to our present faculty.

13. Books for the Library. - The following appropriations have been made by you for the use of our library:

March 28, 1911 \$500

June 29, 1911 500

We now have 1,080 volumes. This does not supply us with the necessary reference books.

Two hundred and fifty thousand dollars (\$250,000) is a conservative estimate of the needs of this school for buildings and

12-17-12 equipment. Sixty thousand dollars (\$60,000) a year
 is a conservative estimate of the needs for
 maintenance. But for the next two years
 the work will not be seriously handicapped
 if we get one hundred thousand dollars
 (\$100,000) for buildings and equipment and
 fifty-five thousand (\$55,000) a year for
 maintenance. Anything less than this
 will seriously handicap the school
 and will materially retard its progress.

Respectfully submitted
 Robert W. Wright,
 President

Ex. Com.
 Report.

Report of Executive Committee.

To the Board of Trustees of the East Carolina
 Teachers Training School:

Gentlemen:—

The executive committee of
 your board beg leave to submit their
 report covering the operation of the school
 since the board's biennial report of 1910,
 together with such pressing needs as
 the future growth of the school im-
 peratively demands.

The school has grown ^{and increased} in public
 favor till there is no further room for
 growth till material enlargement is
 made in the buildings and equipment
 of the school. Every available space is
 now filled and still scores of applicants
 for admission have been turned off
 because there was no room for
 them. When the dormitories were
 constructed several small rooms
 were reserved and set apart for the

12-17-12 social meeting places for the young ladies. The
 Ex. Com. pressure for admission was so great that those
 Report rooms have been closed and converted into
 bedrooms. So the young ladies have no place
 in which to meet and spend an hour
 in social intercourse, except in the halls
 of the dormitory. This should not be so.

The school opened for the admission of
 students on the 5th day of October, 1909. It has
 been in operation about three years and
 three months. During these three years
 and three months there have been en-
 rolled in this school, all told, 1,852 students,
 divided as follows:

Regular Term, 1909-10	174
Summer Term, 1910	330
Regular Term, 1910-11	227
Summer Term 1911	300
Regular Term, 1911-12	235
Summer Term, 1912	359
Fall Term, 1912	227
Total	<u>1,852</u>

At the Summer Term, 1912, more than
 150 actual teachers applied for admission
 who were refused because there was
 no room for them. At the present
 term many applications have been
 refused for the want of room, and these
 statements do not take note of those who
 would have applied but for the knowledge
 that the institution was full and
 running over.

The rapid growth of this school and
 its fine work in teacher training dem-
 onstrates that there was a great need for
 it in the educational system of the State.
 Its mission is to train teachers for the
 public schools. It does not aspire to be a

12-17-12
Ex. Com.
Report

college or to do college work. It is content to occupy its chosen field, believing it is there that it can render its best service to the state. There is a commendable movement on foot to secure for every school district in the State a six-months term. Many communities have already taxed themselves to secure six and eight months terms, good schoolhouses and long school terms are good things in themselves, but without good teachers their usefulness is greatly impaired. A good teacher is the one thing absolutely necessary to have a good school. The State levies, collects and disburses the taxes for the support of the schools, and licenses the teachers to teach them. It, therefore, becomes the imperative duty of the State to provide and guarantee good teachers for them.

It is a fact known to even moderately well informed men that the country school is the weak point in the public school system. The country schools are greatly in need of longer terms and better teachers. The State can and should furnish better teachers. The communities will supply the money if the State will supply the well-trained teachers. The State should give special care and attention to these country schools, for the great majority of the children who attend them never attend any other school. In these schools by far the greater part of the country children obtain their only education and training for their life work. The parents of these children produce the raw material that feeds and clothes the world, and they are

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Ex. Com.
Report

entitled to have good schools for their children. The farmers are justly demanding that the teachers of their children shall know and be able to teach accurately, at least the rudiments of agriculture, of plant life, of the laws of sanitation and hygiene, in addition to the studies ordinarily taught in the public schools. If all our rural schools could be supplied with well-trained, well-equipped teachers a marvellous change would rapidly be wrought in our whole population.

The East Carolina Teachers Training School is bending all its energies and exhausting all its resources to supply these schools with teachers well fitted for their needs. Of the students now in attendance, only eight are paying tuition, showing that nearly all are preparing to become teachers. It greatly needs more buildings and better equipment, and without these it cannot meet the pressing demands upon it. The State alone can supply these necessary buildings and equipment.

Your board was very fortunate in the selection of the president, officers, and faculty of the school. They are able, efficient, and zealous. They have infused into the school a spirit of earnest work, unselfish service, and manly and womanly living rarely equaled and nowhere excelled in any school. All they need to work a revolution in our rural schools is sufficient room and equipment to accommodate all who apply for admission. It should be remembered that as we improve these rural schools we improve our whole population.

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Ex. Com.
Report.

One need but glance at the courses of study arranged by the president and his faculty to see that they are doing all in their power to meet the needs of the rural schools. They have divided the school year into four terms.

For 1912-13 the Fall Term runs from September 24 to December 21. The Winter Term from January 7 to March 22. The Spring Term from March 25 to June 10. The Summer Term from June 17 to August 9. This was arranged to give those now actively engaged in teaching an opportunity to attend the spring and summer terms as soon as their schools closed. The subjects taught during the spring and summer terms have been selected by the president and his faculty with a view to giving the teachers that attend them those subjects most needed. These terms would be more largely attended if there were sufficient room. Scores have been turned away from these terms for want of room to accommodate them. It is well to emphasize the fact that those turned away from these spring and summer terms are those then actively engaged in teaching. If these women are willing to spend the little salary that they receive for teaching in better preparing themselves to teach, it does seem hard - yes, unreasonable - that the State will not give them the opportunity.

It will thus be seen that this school runs a continuous session from about the middle of September to the first of August - longer than any other school in the State. The reason for this has already been given, but it must be noted that these longer sessions

12-17-12 make the school more expensive.

Ex. Com.
Report

The executive committee, conversant as the members are with the work and needs of the school, have thought it well to go into the details of its aim and purpose in the hope that the members of the Legislature may better understand these and be aided in reaching wise conclusions.

The Pressing needs of the Institution.

The buildings now in use were so planned and constructed that they could be added to and enlarged without detriment to what has already been done. So the executive committee earnestly recommend that provisions be made by the Legislature of 1913 for-

1. The construction of the two wings of the East Dormitory so as to make it correspond to the West Dormitory. This will give additional dormitory space for 112 more girls.
2. The construction of two wings to the Administration Building for additional classrooms. These are greatly needed.
3. The erection of a new kitchen to the refectory, and turning that part of the dining-room now used as the kitchen into the dining-room. This will be according to the original plan and will add about 200 to the seating capacity of the dining-room.
4. The enlargement of the laundry and power house. This will also be in accordance with the plans.
5. The erection of a building for a Practice School. This is a necessity for efficient teacher training.
6. The erection of a residence for the president. At present he resides in rooms

12-17-12

Ex. Com.
Report

in the center of the East Dormitory. He cannot do his best work surrounded as he is by students. He should be where he can have more quiet and better opportunity for study and work. Besides, his removal from the dormitory will give more dormitory space for the school.

7. The installation of an additional electrical unit. The school was originally equipped with a 75-horse-powered turbine and a 35-K.W. electrical generator. As the school has grown and its equipment has been added to, this machine has of necessity been overloaded and overworked, and on the 25th day of October it broke down. This experience has taught us that it is not wise to attempt to run a school with one electrical unit, as at any time the school may be left in darkness. There should be an additional electrical unit to hook onto in case of need, so as to give the one in use time for rest and needed repairs.

8. The erection of a suitable Gymnasium. Proper exercise is essential to the healthful growth and full development of young life, and as those who are trained in this school are to go out to train the children of the State, they themselves should be properly trained in all things which may contribute to the full growth and development of the children intellectually, morally, and physically.

There are other things very greatly needed, such as reference books for the library for the use of the school, improvements and ornamentation of the grounds, pumping station and tank for the well recently sunk, screening all the windows,

12-17-12

Ex. Com.
Report.

additional apparatus for the Science Department; but some of these can be dispensed with for the time being. It is the purpose of the management of the school to ask for only what is imperatively needed, and to use what is given to the very best advantage for the school.

We estimate that it will require \$100,000 to erect and equip the additional buildings imperatively demanded. More than this sum could be very wisely spent, and then the school would not be able to meet the constantly growing demands made upon it.

In view of the marvellous growth of this school and the important work it is doing, and the further fact that the last Legislature appropriated nothing to this school for enlargement, and in view of the further fact that the county of Pitt and the town of Greenville have donated \$98,000 for buildings and equipment, and the State has appropriated only \$65,000 for these purposes we feel justified in recommending that your board urge the Legislature to make a very liberal appropriation at the coming session, for buildings and equipment.

Financial Condition of the School on
Nov. 30, 1912.

The present efficient bursar took charge of the books and accounts, the purchases and expenditures of the school September 1, 1911. The books were audited up to that date and showed an indebtedness on open account of \$833.60, and a note of \$6,000; but this did not take into account the supplies on hand.

12-17-12	Total receipts from all sources Sept. 1, 1911, to	
Ex. Com.	Nov. 30, 1912	\$92,155.84
Report.	Total disbursements from Sept. 1, 1911, to	
	Nov. 30, 1912	91,926.20
	Balance in cash on hand	\$ 229.64
	Indebtedness	
	Bills outstanding and unpaid Nov. 30,	
	1912	\$3,462.24
	Note	6,000.00
	Total indebtedness	9,462.24
	Less cash on hand	229.64
	Leaving net indebtedness	9,232.60
	Supplies, provisions and fuel on	
	hand November 30, 1912	\$5,413.91
	Bills due the school	911.58
		<u>6,325.49</u>
	Amount of indebtedness, less sup-	
	plies on hand	\$ 2,907.11

This statement does not include the note given in 1911 for \$800 for the purchase of additional land ordered by your board, and due April, 1913, now for books on hand for the use of the school. The above note of \$6,000 referred to is a part of the indebtedness of \$12,000 reported to the Legislature of 1911. This note could have been paid off by the economy used, but for the expenditure made in sinking a well to give the school an independent supply of water. The board thought it wise to make an effort to secure a supply of water from wells, not only on account of the cost of water furnished by the town, but also because of the deleterious effect of the steam from this city water upon the pipes. The well was sunk near the

12-17-12 power house, 1,006 feet, which gave no water.
 Ex. Com. The last 300 feet of this 1,006 was bored through
 Report. solid rock.

Another well was sunk 72 feet at a different point, which gave a yield of 40 gallons of water per minute, and another near this was sunk 50 feet, yielding about 30 gallons per minute. It is estimated that these wells will furnish an ample supply of water for the school.

The contract for this work was let to the Sydney Pump and Well Company, of Richmond, Va. The whole work was under the control of the following committee appointed by your board: A. McDermott, G. T. Diamond, and Robert N. Wright.

This committee carefully investigated the whole situation before contracting for the wells and carefully and frequently supervised the work while in progress. The entire cost of the three wells was about \$7,000. The convenience, economy, and protection of an independent water supply for an institution of this sort is manifest.

Maintenance.

The law establishing this school gives free tuition to all students who agree to teach school. As before stated, there are only eight students now in school paying tuition. So the only resource to which we can look to run the school is the appropriations made by the Legislature. With the present attendance, we need three more teachers. Some of the classes ought to be divided to give them the best training. The present teaching force has willingly given extra recitations to meet, as far as they could, this extra demand.

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Ex. Com.
Report.
(concluded)

There is a pressing need for additional reference books. Then, too, we must believe the Legislature will respond to the crying demand of the country folk for more teachers and better teachers. In view of these urgent demands upon the school, it is the opinion of your committee that the sum of \$55,000 per annum for maintenance will be needed, and we recommend that your board ask the Legislature for that amount.

Respectfully submitted,
Thomas J. Jarris,
J. Y. Joyner
Y. T. Armond
Executive Committee.

Ex. Com.
Report
adopted as
Board's re-
port.

After careful consideration of the reports of the treasurer, the president, and the executive committee, and after being fully informed as to the operations, purposes, and needs of the school, the board of trustees adopts the report of the executive committee as its report, and directs this report to be sent to the Governor to be submitted to the Legislature as the report of the board of trustees.

J. Y. Joyner
Chairman Board of Trustees.

Trustees present.

J. Y. Joyner	R. B. White	J. R. Bannerman
Thomas J. Jarris	J. C. Parker	Clarence Poe
Y. T. Armond	J. B. Leigh	

12-17-12

Treasurer's
Report

Treasurer's Report.

Greenville, N. C. Dec. 17, 1912.

To the Board of Trustees of the East Carolina
Teachers Training School.

Gentlemen:-

I became treasurer of the school
September 1, 1911. The books audited to that
date show balances from which I opened
the books as follows:

Note due Bank of Greenville	\$6,000.00
Overdraft, Bank of Greenville	942.51
	<hr/>
	\$6,942.51
Cash on hand	108.91
Deficit account	6,833.60
	<hr/>
	6,942.51

Beginning September 1, 1911, a "Cash Statement"
for the school year 1911-12, ending August 31, 1912,
is as follows:

Receipts:

Cash on hand September 1, 1911	\$ 108.91
State Treasurer	45,000.00
For board and fees from students	25,386.59
Miscellaneous	1,194.32
Balance (overdraft)	.60
	<hr/>
	\$71,690.42

Disbursements:

Ald overdraft paid	942.51
Checks on Bank of Greenville	70,722.91
Interest on time draft	25.00
	<hr/>
	\$71,690.42

Statement showing operations of school from
September 1, 1911, to August 31, 1912:

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Treasurer's Report.

State appropriation	\$45,000.00
Board income	18,170.53
Laundry income	2,907.54
For rent of text-books	980.24
Light and heat income	1,662.48
Medical and infirmary fees	789.85
Dormitory fees	409.66
Tuition for music	1,139.00
Literary tuition	165.00
Day-student fees	80.46
Registration fees (summer school, 1912)	897.50
From students on back accounts	352.58
Miscellaneous income	179.63
From note due Bank of Greenville	6,000.00
Overdraft at bank	.60
	<hr/>
	\$78,735.07
Dining-room expense	15,740.00
Laundry expense	2,772.48
Text-books for rent	804.71
Light and heat expense	6,673.39
Medical and infirmary expense	751.21
Dormitory expense	696.99
Due from students	685.98
Salaries	26,200.00
Garden and stable expense	184.22
Stationery to sell to students	312.43
Trustees' expense	144.37
Interest and discount	408.00
Advertising	772.68
Office expense and postage	417.34
Well	4,199.96
Culvert	95.75
Library books	685.73
Science department	901.36
Real estate	200.00
Equipment	836.30
Miscellaneous maintenance - pay rolls, repairs and sundry items not otherwise classified	8,643.72

12-17-12

Treasurer's
Report.

Balance of indebtedness, 1910-1911	\$6,608.45
	<u>\$78,735.07</u>

Cash statements Sept. 1, 1912, to Nov. 30, 1912:

Receipts:

Cash on hand Sept. 1, 1912	\$158.45
State Treasurer	11,250.00
For board and fees from students	8,974.47
Miscellaneous receipts	241.55
	<u>\$20,624.47</u>

Disbursements:

Overdraft paid	159.05
Checks issued	20,235.78
Cash on hand Nov. 30, 1912	123.90
Bank balance Nov. 30, 1912	105.74
	<u>20,624.47</u>

Recapitulation.

Receipts Sept. 1, 1911 to Nov. 30, 1912	\$92,155.84
Disbursements Sept. 1, 1911, to Nov. 30, 1912	91,926.20
Balance on hand	\$ 229.64
Bills outstanding and unpaid Nov. 30, 1912	3,462.24
Note	6,000.00
Total indebtedness	9,462.24
Less cash on hand	229.64
Leaving net indebtedness	\$9,232.60
Supplies, provisions and fuel on hand Nov. 30, 1912	5,413.91
Bills due the school	911.58
	<u>\$6,325.49</u>
Amount of indebtedness, less supplies on hand	\$ 2,907.11

Report to State Auditor.

The monthly reports of receipts and listing of disbursements in detail, including the month of November, 1912, have been sent to the State Auditor on the official blanks furnished by his office.

12-17-12

Student Loan Fund.

Treasurer's Report.
(concluded)

The graduating classes and the Summer School of 1912 have left with the school voluntary donations to be loaned to needy students. This fund is not entered with the current accounts of the school, but is handled as a trust fund on its own account in a separate book.

It stands as follows:

Donated by Class 1911 ----- \$112.50

Donated by Class 1912 ----- 200.00

Donated by Summer School, 1912 45.00

Total Fund \$357.50

Amount now loaned out, for which we hold 7 notes 278.16

Balance on hand, promised to student now in school 79.34

\$357.50

Respectfully submitted

J. B. Spilman

Treasurer.

4-1-13

Board Meeting

April 1, 1913.

The Board was called to order with the following members present. J. Y. Joyner, Chm., T. J. Jarvis, Y. T. Demond, W. McDowell, Jno. C. Parker, and J. B. Leigh. R. B. White came in about fifteen minutes after the Board assembled for business.

On motion the reading of minutes of last meeting was dispensed with.

Chm. J. Y. Joyner called upon O. W. Wright for suggestions and recommendations as to the most pressing needs of the school before the Board takes up the ques-

4-1-13 tion of how best to expend the \$40,000⁰⁰ appropriated by the last General Assembly for permanent improvements in the school.

His suggestions and recommendations follow:

President's
Recommendations

To the Board of Trustees of the East Carolina Teachers Training School:

Gentlemen:

It is evident to my mind that the General Assembly, in giving this school \$40,000⁰⁰ for buildings and equipment, \$6,000⁰⁰ for a debt, and \$45,000⁰⁰ for maintenance, did not intend for us to enlarge the capacity of the school.

I think I made it clear to the legislative committees that if we add to our dormitories we must enlarge the laundry and build a new kitchen. From questions they asked me, and from what I heard them say I am convinced they intended to allow us enough money properly to equip the school for its present capacity and let the school be enlarged later. The fact that they did not allow us an increase in maintenance shows to my mind that that was their plan.

I realize, however, that it is entirely with the Board what shall be done with this appropriation, and that future General Assemblies will hold us responsible for how we spend the appropriation made. We have enough to make it extremely difficult to spend it to the best advantage.

It seems to me there are two policies open to us (I am assuming that we will spend all this money on the

4-1-13 plans already adopted and that we will not use any of it for temporary buildings and equipment).

President's
Recommendations.

First - To spend this money to equip the school, so far as this amount will equip it, to teach the present enrollment as they should be taught. That is, equip the school properly to teach two hundred dormitory students and those who will board in town, or

Second - To enlarge the capacity for students and leave the equipment inadequate.

I recommend that we adopt the first plan, in fact, it seems to me that this is by far the better plan for us to follow with only \$40,000⁰⁰ to spend.

What to spend the \$40,000⁰⁰ for.

1st. The first thing we should purchase is an additional electric unit, complete, - engine and generator. This unit should be large enough to handle our peak load when we have the school completed, i.e., six hundred students in attendance. The present turbine should be exchanged for another or should be completely overhauled and kept for service when we are using the light load. There should be built an engine room and both electric units installed in this room. The motor now used to run the compressor for the refrigerating plant is too small for the work and should be exchanged.

2nd. Additional class rooms are a necessity. In fact, we cannot do the work that should be done without more class rooms. I do not see how we can meet the demands unless we build

4-1-13

President's
Recommendations.

The two wings to the Administration building. We could do much better than we are now doing with but one wing, but we need the two.

(a) We are in need of one more room for laboratory work.

(b) One more room for an additional teacher.

(c) We now have a teacher two terms, (Mrs. Ragdale) without a class room. We need one more room for him.

(d) We need a room for the Library. (The present Library should be turned into a reception room and president's office.)

(e) The music is scattered in out of the way places all over the building. It should be housed for its own sake, and for the sake of the other work.

(f) The Young Women's Christian Association is on the third floor. It should be housed on the first floor and should be in the most attractive room in the building.

(g) The two literary societies have no places to meet except the Assembly Hall, and class rooms. (Their rooms could be put on the third floor, but this is not best.)

(h) There should be a double room to be used for a gymnasium. This could be in the basement under the east wing if the excavation can be made deep enough.

(i) The present plan for mail is not at all satisfactory. We should have a post office in the school. This will necessitate an additional room. This would not have

4-1-13

President's
Recommendations

to be a large room, though it should open on a corridor.

- (j) There is no place now to keep janitor's supplies and stock of all kinds. There should be a room provided for this.
- (k) There should be a room for students living in town to use for study purposes.

I do not believe all of this can be done without using the third floor for societies, moving the toilet rooms to the basement, and erecting two wings to the Administration building.

3rd - We should erect a practice school with not less than eight class rooms. This building should be so constructed that it could be added to.

4th - A residence for the President is very necessary.

5th - The changes in the west dormitory mentioned in one of my former reports, should be made. The floors are in very poor condition and should by all means have something done to them.

6th - We should spend not less than \$2,000⁰⁰ for additional library books. - This is not over half the amount we need for reference books, papers and periodicals.

7th - A gas plant for the use of the laboratories is an essential.

8th - Something should be spent upon the entrances and walks. I believe it will take \$2,000⁰⁰ to do this work.

9th - We should install our own water plant.

10th - We should put screens in the doors and windows of the infirmary and the dormitories.

4-1-13

President's
Recommendations
(concluded)

11th - We should make some provision for ventilating the laundry.

12th - The Science Department will need additional equipment.

I will not mention other matters needed, (intercommunicating telephones, and tunnels for pipes, wires etc., and an additional piano) for the simple fact that I do not believe we can equip our present plant, put up the new buildings, furnish them, buy additional furniture now needed in the dormitories and make the other necessary improvements mentioned above out of the \$40,000⁰⁰. I do not think we should expect to draw upon any of the appropriation for maintenance for additional equipment as we have been doing by necessity, for the past two years. I do not think it expedient to let contracts for all of the \$40,000⁰⁰ as we are sure to find a demand for more money than the contracts call for. This is always the case.

I have given this matter much careful thought. I have attempted to look at our problem from every angle. The above is my judgment. I, therefore, recommend that the money be spent in this way.

Respectfully submitted,
Robt. N. Wright,
President.

After a full and frank discussion of the situation and the needs of the school the Board took action as set forth in the following resolutions and motions.

Moved and seconded that the

4-1-13 President of the school be authorized to ex-
 Library spend one thousand dollars (\$1,000⁰⁰) a year for
 the next two years for additions to the
 Library (books, periodicals, necessary equip-
 ment &c), and a sum not to exceed one
 Laboratory thousand dollars (\$1,000⁰⁰) for Laboratory equip-
 ment (this does not include gas plant) for
 the Department of Science.

Carried by unanimous vote.

Screen the Moved that Pres. Wright have the win-
 Infirmary dows and outside doors of the Infirmary
 screened this spring.

Motion carried.

Resolved: That the Executive Committee be and
 they are hereby authorized and directed to
 Building proceed to provide:
 Com. and what they are to do.

1. For the construction of a room at
 Power House for machinery and
 electrical units; for purchasing and in-
 stallation of a larger electrical unit; for
 repairs on electrical unit now in use; for
 the purchase of a larger motor to drive
 the refrigerating machinery; for the
 Gas plant purchase and installation of a gas
 plant for the Laboratories at a cost not to
 exceed \$500⁰⁰; for ventilating the laundry
 Ventilate Laundry at a cost not to exceed \$500⁰⁰; for reservoir,
 pumps &c. to provide for our own water
 Reservoir Pump &c. supply, the cost of same not to exceed
 \$3700⁰⁰, provided that after due investigation
 the Executive Committee find that such
 expenditure be advisable; and for needed
 changes in the west dormitory.

2 For a wing to the Administration
 Building.

3 For a residence for the President
 of the school, and the Executive Committee
 is authorized, if found necessary to
 Presidents' Home.

4-1-13 arrange for the erection of the President's house upon the basis of a payment of six per cent on the cost of same as an annual rental therefore to the investor until the house can be paid for and in the meantime to enter into such contract with the investors as allowed by law as will secure them.

Wing to
East Dormitory

4. For a wing to the East Dormitory to be completed as far as the funds appropriated will allow.

These resolutions were adopted by unanimous vote of the Board.

Director of
Summer
Term
1913

Moved that Drs. Wright be relieved of the duty of directing the Summer Term next summer (June - August 1913) and that Mr. Wilson have charge of said Summer Term, and that the President of the school be authorized to make whatever additional expenditure on the Summer Term that this change may necessitate.

Carried by unanimous vote.

Adjourned.

J. G. Joyner, Chm.
C. W. Wilson, Secy.

6/9/13

Meeting of Board of Trustees.

June, 9, 1913

The Board was called to order by Chm. J. Y. Joyner with the following members present:

J. Y. Joyner, Chm.	R. B. White
F. J. Jarvis	A. M ^r Dowell
Y. S. Ormond	J. O. Carr
J. R. Baunerman.	

Minutes of last meeting read and approved.

Chairman J. Y. Joyner called for the report of the Executive Com. and a verbal report was made by F. J. Jarvis Chm.

The following agreement was adopted by the Board by unanimous vote.

Agreement
with Graded
School Board

An Agreement Made and Entered into by the Trustees of the Graded Schools of Greenville and the Trustees of East Carolina Teachers Training School.

This agreement made and entered into by and between the Trustees of the Graded Schools of the City of Greenville, North Carolina, hereinafter called and designated as parties of the first part, and the Trustees of the East Carolina Teachers Training School, hereinafter called and designated parties of the second part, witnesseth:

First, That the parties of the first part agree to construct upon the grounds of the parties of the second part, a school building as an addition to the school plant of the Graded Schools which shall be suitable also for the Model School for the parties of the second part, which building shall at present contain four class rooms, and be constructed in such a manner and upon such plans as it may be added to hereafter, and that the plans and construction of such building shall be under the joint supervision of the executive committees of the said two boards; and the expens of preparing the plans and the supervision of the construction shall be paid for by the parties of the second part. That the parties of the first part further agree to make said building a part of the school plant of the

6-7-13 graded schools, and that the same shall be occupied by such children and classes under the control and direction of the Board of Trustees of the said Graded Schools, but it is understood and agreed that the party of the second part shall have full privilege and authority to use and occupy said building for all the purposes and work of a Model School.

Agreement
with Graded
School
Board.

That the Graded School shall also bear the expense and provide for the heating, water, and lights, and janitor's service for said building, and that the children occupying the said building shall be under the control and supervision of the Superintendent of the Graded Schools in like manner as the children occupying other buildings of the said school.

Second. That the parties of the second part agree that said building may be erected upon their grounds at such place as may be agreed upon by the executive committees of the two Boards, and that the property in said building shall be and remain in the parties of the first part until such time as the parties of the second part shall repay to the parties of the first part all such sums as they have expended in the erection of said building, and then said building shall become the property of the parties of the second part, and the parties of the second part covenant and agree with the parties of the first part to repay said sum at the earliest practicable date. And the parties of the second part further agree that the supervision and control of the children attending school in said building shall be under the Superintendent of the parties of the first part, and the parties of the second part further agree that they will furnish all teachers in said school building free of all cost to the parties of the first part, and that the parties of the second part do this for the purpose of the mutual benefits that may arise to both schools by such co-operation.

Third. That all matters of a professional nature be, and the same are herewith left in the hands of the Superintendent of the Graded Schools and the President of the East Carolina Teachers Training School.

Fourth. That this agreement shall be binding upon both parties when adopted by each Board and spread upon

6-9-13

its records.

Adopted by the Graded School Board June 6th 1913
 Adopted by the Training School Board June 9th 1913.

The Chairman called for the President's report which follows:

President's
 4th Annual
 Report

Fourth Annual Report of the President of the East Carolina
 Teachers Training School.

To the Board of Trustees:

Gentlemen:

Tuesday, June 10, marks the closing of the fourth year's work of this school. In 1911 we graduated seventeen young women. In 1912 we graduated nineteen. This year we present thirty young women for graduation. This gives you some idea of the steady growth of the school. The following young women have completed the two year's Professional Course prescribed by the faculty of this school and are unanimously recommended by the faculty for graduation from this Institution. I, therefore, present their names to you for your approval that each may be given her diploma:

Graduates
 1913

Mary Emma Clark

Ethel Lelyde Perry

Ruth Davis

Inez Pittman

Willie Green Day

Louie Dell Pittman

Viola Dixon

Lalla Anthony Dritchard

Mary Lucy Dupree

Lula Jane Quinn

Eloise Ellington

Sarah Elizabeth Shell

Bettie Pearl Fleming

Willie Lee Smith

Lillie Lee Freeman

Hattie S. Taylor

Annie Mae Hudson

Josephine Tillery

Josephine Little

Mamie Ruth Tunstall

Mabel Lucas

Hattie Weeks

Brownie Martin

Mary Weeks

Alice Cornelia Medlin

Lena White

Mary W. Moore

Mary Newby White

Ruth Moore

Hattie Whitehurst.

In addition to our Professional Course, the school offers two one-year courses, known as One-Year Course A, and

6-9-13 One-Year Course B. For admission to One-Year Course A the student must hold a first or second grade certificate. The following young women have completed this course, and the faculty unanimously recommends that each be granted a certificate:

One-Year
Class-A
1913

Eliza Blount Branch	Georgia Bayton
Carrie Bridgeman	Eliza M. Williams
Meltha Brown	Emmie Parker
Retta Ward	Eula M. Savage
Kate Weeks	Ella Selby
D. A. Campen (Mr.)	Ada Smith
Eulalia Turner	

The One-Year course B was established by the Board of Trustees at its meeting Dec. 16, 1911. Any student seventeen years of age who must teach the following year is admitted to this course. Fifty-six students have taken this course this year. Of these the following have completed the course with satisfactory grades, and are recommended by the faculty of this school for certificates. I, therefore, recommend that each be given a certificate showing that he has completed this course:

One-Year
Class-B
1913

Eula Bass	Maggie Johnson
Nemie Catherine Batts	Inez M. Ouley
Lillie Bell	Alice E. Phillips
Addie May Bolton	Odell Pullen
Mamie E. Brown	Lizzie Simmons
Zenobia Cole	Millie Spruill
Ada Coor	Ida B. Spruill
Amanda Culp	Annie Stewart
Rosa L. Edgerton	Agnes Stewart
Allene Edwards	Pearl E. Taylor
Mary Leila Gatling	Mary Thompson
Blauche Gilbert	Louie Tyson
Josephine Hewit	Bloomer Vaughan
Joice Hines	Vera Mae Waters
Allie Hobbs	Mabel Watson
Iris Ives	Laura Weeks
Emily Johnson	Nina Whickard
Lollie Wamble	

6-9-13

President's
4th Annual
Report.

The school year now closing has been the most successful year in our history. During this year we have enrolled in the:

First Year Academic	44
Second Year Academic	42
First Year Professional	56
Second Year Professional	30
One-Year Course A	24
One Year Course B	<u>56</u>
Total enrollment	252

Fifty-one counties in North Carolina have had students with us. Four States, (Arkansas, Georgia, New Jersey, and North Carolina).

Judging from the newspaper reports this school is, this year, turning back to the state more trained teachers for the public schools than any other state institution, and our rising senior class bids fair to be larger still.

Enrollment
re.

The enrollment of students last year, not including the the Summer Term, was two hundred and thirty-five. This year for lack of room in our dormitories, and lack of class rooms, and lack of teaching force, we were not able to offer the Spring Term that we have been offering, yet, our enrollment is seventeen students greater than any previous year. (During this year we have been forced to refuse, for the regular school year, one hundred and twelve students; for the Summer Term we have, up to date, refused 174, making a total of 286 people refused during this year. Prior to this ~~time~~ year we had refused 641 applicants. This means that since the school first opened its doors for students we have been forced to refuse admission to 927. With this record before us one is naturally inclined to feel that every available dollar of funds should be spent to enlarge and equip this institution to meet the constantly growing demands made upon it, and I sometimes ^{feel} that the knowledge of these conditions may have a tendency to cause one to overlook the fact that this record could not possibly be made without an exceptionally strong and efficient corps of teachers and officers.)

From the beginning this school has been unusually

6-9-13

President's
4th Annual
Report

fortunate in its teachers and officers, (barring the President). I believe, for the work to be done, there is not to be found in our State a more efficient corps. I do not believe we are paying the salaries these people are earning. They have not asked for an increase of salary, but I do not believe the Board could spend a part of its funds to a better advantage than by increasing the salary of at least a number of the employees of the institution. This statement is made with a full realization of the distressing need for additional buildings and equipment and the very limited fund at our disposal.

By authority vested in me by the action of the Executive Committee of the Board of Trustees I have employed the following officers and teachers for the Summer Term to begin June 17:

Faculty.

Robt. A. Wright, President
 C. W. Wilson, Director of Summer Term,
 Harold Barnes, Educational Administration and Supervision,
 E. C. Brooks, Pedagogy and Psychology
 May Barrett, Primary Methods
 Herbert E. Austin, Science
 Alice Wilson, Science
 Mabel M. Comfort, Mathematics
 L. R. Meadows, English
 Birdie M^c Kinney, English and Mathematics
 Edwin D. Pusey, History
 Daisy Bailey Waitt, Latin
 Kate W. Lewis, Drawing
 Miriam Mac Fadyen, Critic Teacher
 May R. B. Muffly, Public School Music and Voice
 W. H. Ragsdale, School Management

Officers

Robt. A. Wright, President
 C. W. Wilson, Director of Summer Term
 Kate R. Beckwith, Lady Principal
 J. B. Spilman, Bursar
 Emma R. Jones, Secretary
 Ola D. Ross, Custodian of Records
 Chas. O'H. Laughinghouse, Physician

Summer
Term Fac-
ulty
1913

6-9-13

President's
4th Annual
Report.

Mittie R. Beaman, Nurse

Mary Rausin, Matron

I am sure we have an unusually strong faculty and every indication is that the enrollment for the Summer Term will be the joint capacity of the school's dormitories and the homes of Greenville.

Miss Elizabeth Pugh herewith tenders her resignation as Teacher of Domestic Science.

Copy.

" June 4, 1913.

Dear Mr. Wright,

On account of other plans, I am sending you my resignation as teacher of Domestic Science in the East Carolina Teachers Training School.

Respectfully yours,

Elizabeth Pugh.

I recommend that this resignation be accepted, and that I be empowered to employ some one to take her work. It is possible that the demands of the Science department for another year will be so great that we should employ an assistant in the department of Science and a Teacher of Domestic Science. This, however, can not be determined until later in the year. In case we need this additional teacher I ask that I be empowered to employ this additional teacher.

Mr. L. R. Meadows, head of the department of English, asks for leave of absence for one year. I recommend that this be granted. This matter was called to the attention of the Board informally at its meeting in December last, that I might secure the services of some one to take his place at a salary not to exceed the salary paid to Mr. Meadows. I have been able to secure the services of Mr. Harold Whitehurst for this work for one year, at a salary of \$1500.00.

The work in the department of History is too heavy for one teacher, and the work in the department of Mathematics is too heavy for one teacher. While in Teachers College this spring looking for teachers for the Summer Faculty and for some one to take the work in English, I found a young woman very highly recommended by the authorities in Teachers College,

Resignation
of Miss Pugh

6-9-13

Presidents
14th Annual
Report.
(concluded)

Columbia University, and after a personal interview with her I employed her for this work for next year, at a salary of \$900⁰⁰. Not having authority from the Board of Trustees for this action before making the contract with the young woman, I took the matter to the Chairman of the Executive Committee and upon his approval employed Miss Mabel M. Comfont. I now ask the Board to confirm the action in this case.

The new teachers in our faculty for the past year were: Misses Miriam Mac Gadyen, Critie Teacher; Miss May Barrett, Primary Methods; Lida Hill, piano, and Mary Rankin, Matron. The work of these people in each case has been eminently satisfactory. They have been valuable additions to our faculty.

I recommend that the teachers and officers of the school be re-elected for their present positions for the ensuing year, except Miss Pugh, resigned, and Mr. Meadows, leave of absence.

Audit of
School's
accounts

During this school year, ^{for} the first time the Governor of the State sent two men here to audit the school's accounts. These auditors divided our accounts into two general heads, — one Property and Equipment accounts, and the other, Operating accounts. I recommend that the Bursar be instructed to keep the accounts in accordance with the recommendations of the auditors, thus conforming in spirit to the law authorizing the auditors to make such recommendations. (Chapt. 733 Public School Laws of North Carolina, Session 1909, page 1119). This will enable us to keep our books in such a way that the Permanent Improvements accounts will be separate and distinct from the Maintenance accounts and will make it much easier for future auditors.

In February, the school through the Drawing department, had an exhibit here of the Horace H. Turner Pictures. With the receipts from this exhibit four pictures have been purchased and presented to the school. These pictures are now hanging in the drawing room. In this way we are beginning to make a collection of master pieces of art to be used in the school.

Signed

Robt. H. Wright, Pres.

Diplomas

On motion it was ordered that the young ladies of the Senior Class named in President Wright's report on page 127 of this book

6-9-13 be awarded the school's diploma.

Certificates On motion it was ordered that the school's Certificate be awarded to the young ladies of One-Year Course A, and One-Year Course B named in President Wright's report on page 128 of this book.

Moved the acceptance of Miss Pugh's resignation. Carried.

Mr. Leon R. Meadows, Head of the Department of English, asks for leave of absence.

Copy.

" June, 4, 1913.

Pres. Robt. H. Wright,

Greenville, N. C.

Dear Sir:

Through you I desire to apply to the Board of Trustees for a year's "leave of absence" in order that I may study at some university - the year beginning Sept. 1, 1913

Very truly yours,

Leon R. Meadows "

On motion a "leave of absence" of one year, beginning Sept. 1st 1913, was granted Mr. Meadows.

Harold Whitehurst employed. Moved and seconded that the Board ratify the action of Pres. Wright in employing Mr. Harold Whitehurst at a salary of \$1500⁰⁰ to take the work of Mr. Meadows during his year's "leave of absence", and that Mr. Whitehurst be hereby elected to this work for a period of one year.

Motion carried.

Miss Comfort employed. Moved and seconded that the Board confirm the action of Pres. Wright, acting upon the approval of the Chev. of the Executive Com., in employing Miss Mabel M. Comfort at a salary of \$900⁰⁰. Motion carried.

Moved that the President, Officers, and Teachers (not acted upon separately above) now employed in the school be re-elected at their present salaries. Carried.

Model School for 1913-14 Moved and seconded that the matter of organizing the Model School and employing teachers for same for the

6-9-13 coming year be left with the President of the school and the Executive Committee with power to act. Motion carried.

President's Salary.

On motion, which was carried, the salary of the President of the Institution was fixed at \$2880⁰⁰ beginning July 1st.

Increase in salaries for 1913-14

On motion of Mr. Ormond the Board approved, and authorized, and adopted the following increase in salaries per annum:

H.E. Austin, increase \$100⁰⁰ to begin Sept. 1st.

C.W. Wilson " 100⁰⁰ " " " "

J.B. Spilman " 60⁰⁰ " " June 1st

May R.B. Muffley " 70⁰⁰ " " Sept. 1st

May Barrett " 50⁰⁰ " " " "

Emma R. Jones " 120⁰⁰ " " June 1st

Ola S. Ross " 120⁰⁰ " " " "

~~Kate R. Beckwith~~

~~Mittie R. Beaman~~

Mary Rankin " Board, room, laundry, light, heat, & ^{beginning Jan. 1, 1913} ~~infermary~~ J.P.B.

Collection of certain accounts

Moved that Pres. Wright be instructed to take the necessary steps to collect some long-past-due accounts which the school holds against certain patrons. Carried.

Bursar to divide accounts

On motion which carried the Bursar is authorized to divide the accounts of the school as per recommendations of the auditors sent down by the Governor of the State to audit the school's accounts.

Purchase of lots

Moved and seconded that the Executive Com. be authorized to purchase a block of three lots on the Harrington property on North side of Fifth St. in front of the Administration building if same can be had at a price not to exceed \$2100⁰⁰. Motion carried.

Adjourned.

J. G. Joyner, Chm.
C. W. Wilson, Secy.

Meeting of Board of Trustees,

Jan. 8, 1914

The Board was called to order by Chas. J. Y. Joyner, with the following members present:

J. Y. Joyner Chm.

A. McDowell

T. J. Jarvis

J. B. Leigh

H. F. Ormond

Minutes of last meeting read and approved.

The Chair called for the report of the Executive Committee which was read by T. J. Jarvis, Chm. of the Com.

The report follows:

Gentlemen:

At your meeting on April 1, 1913 you authorized and directed the Executive Committee to proceed with the construction of the new engine room to the Power House, and the purchase of new and improved machinery for the lighting plant; the building of a new wing to the Administration Building; the building of a wing to the East Dormitory, and the erection of the President's home.

Your Committee now begs leave to submit a report giving a general view of the manner in which they have attempted to carry out your instructions and the difficulties they have encountered in doing so.

Immediately after the adjournment of your Board the Committee caused plans and specifications to be made prepared for the proposed new buildings and advertised for bids for the construction of the same.

Before the day arrived for receiving and opening these bids the Committee was notified by the Treasurer of the State that he had been unable to sell the state bonds appropriated for the construction of these and other buildings at other institutions, and that he would not be able to supply the funds to meet the expense for the construction of these buildings. The Chairman of the Committee, deeming it unwise to make contracts without knowing that the money would be in

hand to meet the obligations, had an interview with the presidents and cashiers of the National Bank of Greenville and The Greenville Banking and Trust Co. and stated the situation to them. They readily agreed that each of these banks would take \$10,000.00 of the bonds at par and place the proceeds to the order of the Committee. The Chairman then called a meeting of the Committee at the Treasurer's office in the City of Raleigh, for the 16th day of June 1913, at which time and place all the members of the Committee met with the State Treasurer. The Chairman of the Committee stated that the two Banks referred to had agreed to take \$20,000.00 of these bonds, and the State Treasurer thereupon agreed that he would take care of the other \$20,000.00 and furnish the money as it was needed. Thereupon the Committee met in Greenville on June 25, 1913, and received the bids for the construction of the buildings, but the bids were so high that the Committee only let two of the buildings to contract on that day, to-wit: The wing to the Administration Building at a bid of \$11,985.00 and the wing to the East Dormitory at a bid of \$9,785.00.

The bid for the East Dormitory contemplated omitting the finishing of the second story, but gave the Committee the discretion of having it finished by paying \$1515.00 extra if notice was given to the contractor in forty-five days of the intention of the Committee to have it completed.

Such a large number of young ladies were applying for admission who had to be refused because of the want of room that the Committee concluded to have the second story completed and the Committee, being of the opinion that it could be done much cheaper now than hereafter, ordered it completed. The contracts for the ^{construction of the} two wings referred to were let to C. V. York, he being by a considerable sum the lowest bidder, and his entire bid for the two wings, including the \$1515.00, was \$23,285.00.

In the plans for the wing to the East Dormitory the architects prepared the same and by oversight shortened

the wing by the width of one room which cut out four rooms and made the wing that much shorter than the corresponding wing to the West Dormitory. The Committee, desiring all the wings to be uniform, authorized the architects to put in this section in the contract of the wing. This extra cost has not yet been adjusted.

After the bid had been received for the construction of the wing to the Administration Building and before the contract was made the Committee went over the plans with the architects and cut out several items of expense and reduced the cost of this wing to the lowest figure.

President's Residence.

The plans for the President's house provided for a brick veneered building and these plans were submitted to several contractors. The bids were so high that the Committee rejected them all and authorized the architects to prepare a new set of plans for a frame building of much less dimensions. This was done and after eliminating from these plans many items of expense, and changing from No. 1 ~~to~~ material to No. 2 material, let a contract for the building to E. H. Evans at the price of \$6500.00. The Committee regrets that the building is not further advanced than you find it to be.

Power House.

With the erection of the engine room, and the contract for the new machinery, the Committee had a great deal of trouble. To begin with, there was diversity of opinion as to whether we should contract for new turbines or for a generator driven by a reciprocating engine. The Committee had propositions from Thos. B. Whitted who recommended the use of the turbines, from the General Electric Company which also recommended turbines, and from three representatives of reciprocating engines. After considering these various propositions, the Committee

deferred action until they could have the suggestions of a steam and electric expert engineer, and for this purpose these various bids were submitted to one of the professors of the A. & M. College who made a written report thereon.

The Committee met on the 8th of August to consider this report and to determine, if possible, the best course to be adopted, but the matter was so complicated and so important that the Committee took further time to consider it. After giving to the subject our best efforts to arrive at a wise conclusion and after getting all the information obtainable to guide us in arriving at this conclusion, we finally closed the contract with Thos. B. Whitted for the purchasing and installing two new 50 KW Economy turbines, with all the pumps, piping, generators and everything necessary to give us a complete plant. The contract price for these turbines, pumps, machinery, etc. is \$5600⁰⁰.

The plan outlined by Mr. Whitted in his proposition called for the erection of a hot well and a cooling reservoir. These are to receive the exhaust from the steam plant and refrigerating plant as well as the heating system to be pumped into the boilers and save the additional expense of buying water and thus the water once purchased is to be continually used. The construction of this hot well and the cooling reservoir was included in the contract for the engine room, as was also concrete foundations for the new machinery, and was let to C. V. Yank at the price of \$2600⁰⁰, making his

total contracts \$25,885⁰⁰. The addition to the power house, the new machinery, the hot well and the cooling reservoir are now nearing the state of completion and are in such condition that you can easily examine them and see for yourselves.

In the making and letting of these contracts the Committee has given every item careful consideration and has reduced the cost to the lowest possible figure consistent with proper construction.

The contracts for the completion of the wing to the East Dormitory, and the wing to the Administration Building, called for their completion before the holidays and it was the hope of the Committee to have them completed so that they might be used for the opening of the winter session, but the contractor encountered great difficulty in procuring material and labor. There has been so much building going on during the year 1913 and especially in the vicinity of Greenville that the Committee takes notice that there was much difficulty in procuring material and labor, but with all this the Committee is not entirely satisfied with the progress that has been made in the construction of these two wings.

Heating the new wings to the Administration Building and Dormitory.

The Committee advertised for bids for heating the new wing to the East Dormitory and the new wing to the Administration Building. They received several bids and the

bid of B. McKenzie, representing the American Heating Company, being the lowest the contract was let to him at the price of \$3,195⁰⁰.

So by a simple calculation you will see that the total amount of all contracts is \$41,180⁰⁰, of which has been paid up to the present time \$26,630³⁵.

These contracts, as you will observe, do not include anything for furnishing and equipping the two wings for occupancy and use, nor does it include the architects fees. It is, therefore, apparent that the Board must incur a debt for furnishing and equipping these two wings ready for use or let them stand idle until after the meeting of the next Legislature.

The President of the institution informs the Committee that for the school year beginning the first of September 1913, he has been obliged to refuse admission to 148 young ladies who have applied, because of the want of room. With this number of young ladies urgently applying for admission, the Committee does not hesitate to recommend the borrowing of a sufficient sum of money to furnish and equip these two wings for use so that they may be open to the admission of students at the Spring Term which begins March 24th, and your Committee, therefore, asks you to authorize the Committee to borrow a sufficient sum of money for that purpose.

The Committee further reports that it was so apparent to the Committee that the President's house ought to be erected

in front of the Administration Building, so that he could at all times have a view of the whole grounds, that they purchased a lot on the north side of Fifth Street immediately in front of the Administration Building for the sum of \$1,000⁰⁰. The line of the school property on the west end of the property on Cotouch Street was in an awkward shape owing to the fact that before the property was purchased for the school the owner had sold a small lot fronting on Cotouch Street which was within the old boundaries of the property. The Committee, deeming it so important that this line should be made a straight line, and that this lot should belong to the school property, purchased the same at the sum of \$500⁰⁰. The ownership of this lot by the school became almost a necessity in view of the location of the Model School at that point. The line of your property is now a straight line at that point.

Model School.

As reported to you at your meeting on June 9, the Executive Committee entered into an arrangement with the Committee of the Graded School of Greenville for the construction of a building for the Model School on the Training School grounds. The town of Greenville has furnished the money for the construction of this building. As you will see when you visit it the building contains four class rooms, but is so constructed that by tearing off some cheap patent roofing which cost but very

little, the second story can be put on when appropriation is made for that purpose without any loss or damage to the work already done. This building we hope to have completed and in use at an early date. By this arrangement the Training School gets all the advantages of a Model School conveniently located to the Training School and at the same time conveniently located to the patrons of the Graded School. The contract for the erection of this Building was let to C. V. York at the price of \$9,980, this being the lowest bid.

Your Committee begs that the members of the Board will make a very close examination and inspection of the work that has been done and that if there is any further information any member of the Board desires, the Committee will be only too glad to furnish it if it is within their power.

Thos. J. Farris

Chairman Executive Committee

Moved and seconded that the report and recommendations of the Executive Committee be received and approved. Motion carried.

Moved and seconded that the Executive Committee be and are hereby authorized and empowered to borrow a sum not exceeding Ten Thousand (\$10,000.00) dollars to cover deficit existing ^{contracts and to carry out the} recommendations of the Executive Committee's report which has already been adopted by the Board.

Motion carried by unanimous vote.

Moved by Gov. Farris that the salary of Miss May R. P. Muffly be increased to \$1400⁰⁰ for the remainder of this school

year beginning Jan. 1st, and that her salary be increased to \$1500⁰⁰ for the following year beginning Sept. 1, 1914.
Motion carried.

On motion the president of the school was authorized to expend on the Summer Term for 1914 a sum not to exceed \$4,000⁰⁰.

Moved that the president of the school be authorized to employ for the next school year three additional critic teachers and a domestic science teacher for full time at salaries not to exceed \$900⁰⁰ per year each, and an assistant teacher in Instrumental Music at a salary not to exceed \$720⁰⁰ per year. And that the funds for the payment of the salaries of these additional teachers be taken out of the Maintenance fund and shall have precedence over the appropriations heretofore made out of said fund by order of the Board for Library and other equipment except for the payment of all such contracts as have already been made.
Carried.

Adjourned.

Board Meeting

June 8, 1914.

In the absence of Dr. J. G. Joyner Chairman Ex. Officio, the Board was called to order by T. J. Jarvis who by vote of the Board was made chairman of this meeting of the Board.

The following members were present: T. J. Jarvis, W. S. Armond, A. M. Dorell, Jr., C. Parker, J. O. Carr, J. R. Baumerman, and R. B. White.

Minutes of last meeting read and approved.

The report of the Executive Committee was then read by T. J. Jarvis, Chairman.

Following is the report.

June 8, 1914

Report of the Executive Committee

To the Board of Trustees of the East Carolina Teachers
Training School

Gentlemen:

The Executive Committee beg leave to submit their report giving a general outline of their proceedings since your last meeting, January 8, 1914. For a more detailed account they beg to refer to the recorded proceedings of their meetings held from time to time, and they herewith submit the proceedings to you for your inspection.

We are glad to report that at last the contractors have completed their work and that all the buildings have been turned over to us, but I regret to report we have had much trouble with some of the contractors who were not only long behind time, but whose work was unsatisfactory.

Additions to Administration Building, to East Dormitory, Pomeroy House and the construction of a Model School building were let to C. V. York. The architects made the usual visits inspecting the work as it proceeded and your Committee had

frequent meetings to receive their reports, and also to inspect the work, but with all the care and attention that we could give it the work was very much delayed on account of the difficulty of getting material and labor, and some of the work was very unsatisfactory, which the contractor was required to change and improve where changes and improvements were practical.

When the architects and your Committee inspected the plastering in the Administration Building, the Dormitory and the Model School it was found to be so unsatisfactory that the whole of it was rejected, and the contractor was required, at his own expense, to make such changes in it as would put it in an acceptable condition. After considerable delay and expense on the part of the contractor he again reported it as ready for inspection and your Committee, finding it in fairly good condition, accepted it and we think that if you will inspect it you will also find it acceptable.

Your Committee found that in connecting the new wings of the two buildings several changes had to be made in the plumbing and wiring which had not been provided for in the contract. We also found it advisable to change the whole plan of wiring in the East Dormitory so that when the other wing is added the whole building may be lighted more economically from one switch Board. These changes, as well as others that were

found necessary added to the changes reported to your meeting January 8, necessarily increased considerably the cost of construction, but the Committee thought it wise and economical to do the work right while we were doing it.

We also found it advisable to make some additions to the enlargement of the Cornew House and these, too, added to the cost.

As soon as the wings to the Administration Building and the Dormitory were completed we caused the same to be furnished and made ready for use. The contract for the furniture for the East Dormitory was let to the Higgs-Taft Furniture Company, after receiving bids from them and other companies, and theirs being the lowest bid the contract was let to them. They gave us entire satisfaction in filling their contract, and we invite you to inspect the furniture. The price paid them for the furniture of the East Dormitory was \$1,485.00.

The contract for the desks and furniture for the class rooms in the Administration Building was let to Chas. J. Parker, Manager of the Southern School Supply Company, as follows: 175 tablet arm chairs @ \$2.60 each, installed; 12 teachers desks @ \$10.50 each, delivered in the building, and slate for black boards at 22¢ per square foot. Mr. Parker has complied with his contract and we invite you to visit the class rooms and inspect the furniture.

Heating:

The heating contract for the

Administration Building and the wing to the East Dormitory was let to the American Heating Company at \$3,195.00 theirs being the lowest bid. This company has complied with its contract in a satisfactory way.

New and Additional Machinery for Power Plant:

The contract for new and additional machinery for the Power Plant was, after much consideration and examination as to other bids, let to Thos. B. Whitted of Charlotte, N.C. He has completed his contract except some small items and your Committee has had a final settlement with him. We believe that he has given us a good job and that we now have a first class plant, but your Committee has to report that the cost has been larger than we anticipated. It was found that in adding the new machinery and making the changes that it was found necessary to make certain additions in order to have a completely equipped plant. Some of these additions your Committee thought were included in the contract, and some we admitted were not, but after much disputing with Mr. Whitted we finally settled with him. We believe that the plant is richly worth all that it has cost, but we regret that on account of these misunderstanding it cost more than we had anticipated. We also invite you to visit this Plant and carefully inspect the work.

President's House:

The contract for the President's House was let to E. N. Crans at the price of \$6500.00. While the contractor did not

complete the house within the time specified in his contract we are glad to report that it has been completed and is now occupied by the President. We inspected the work as it progressed from time to time, as well as the architects, and we think that Mr. Evans has constructed a nice house and has substantially complied with his contract, but like all other houses of that size it became necessary to make many additions in order to make it complete and fully equipped for use which were not included in the contract.

It was the purpose of your Committee to build for the President a commodious and comfortable home without any expensive work and we believe this has been done. The contract did not include the heating which was let to the Raleigh Iron Works Company at \$580.00, theirs being the lowest bid. They have given us, as we believe, a good job.

The extras outside of the heating included such things as screens for the building, the fences on the outside to enclose the rear of the lot, better mantels and tiles than those called for in the contract, electrical fixtures, cleaning and staining the floors, better lathing material, and such other smaller items as in the judgment of the President and your Committee were necessary to make a well equipped house. While we avoided using anything fancy or expensive we did think it wise, while we were at it, to build a nice home for the President of the school. The

entire cost of the building, including lights, heat and everything, is just around \$9000.00

When the Chairman of your Committee, whose duty it is to approve vouchers for the expenditures in the work of construction, came to make a final settlement he found, after going over the matter with the Bursar, that the expenses had largely exceeded the funds in hand, and while he regrets that the funds of the institution were not sufficient to meet all of these expenses still he believes that it was better to complete the work as it should be completed and prepare the new buildings for occupancy.

The President reports that all the rooms in all the dormitories have been taken for the Summer Term and that one hundred and twenty two teachers who desire to avail themselves of instruction in the Summer Term have been turned away because there was no room for them. The Chairman of your Committee felt there was nothing left for him to do in this dire necessity, but to borrow the money with which to complete the work and meet all the bills of the institution and protect its credit. He, therefore, applied to the two Banks of Greenville for a loan which they readily agreed to make. He reports that he borrowed from the Greenville Banking and Trust Company the sum of \$5000.00, giving the note of the school for thirty days and

indorsed this note personally. He further reports that he borrowed from the National Bank of Greenville the sum of \$3000.00 giving the note of the school for that sum for thirty days. At the time this was done he informed these banks that he had not been authorized by the Board of Trustees, but that he would ask the authority of the Board of Trustees to substitute new notes for these at the end of the thirty days to run for ten months, and the chairman of the Executive Committee now urgently requests the authority of the Board to execute in the name of the Board a note to the Greenville Banking & Trust Company to run for ten months, from June 23, 1914, for the sum of \$5000.00, and to the National Bank of Greenville a note to run for ten months, from June 23, 1914, for the sum of \$3000.00. Neither of the other members of the Executive Committee are responsible for securing these loans, in fact, they knew nothing about it. The chairman acted upon his individual responsibility doing what he thought was for the best interest of the school and if he has acted unwisely the whole blame rests upon him.

Your Committee is delighted to report that the school is growing in favor and in its chosen field of usefulness. It is now closing the fifth year of its work and as we think its best year. The officers and teachers, from the President down, seem to put their whole soul in the school and they are making a school of great use-

fulness and of which your Board and the entire State may be justly proud, and we heartily commend their work to your favorable consideration.

Respectfully submitted

Thos. J. Jarvis

Chairman Executive Committee

A Supplementary report was also read by T. J. Jarvis, Chairman, which follows:

June 8, 1914.

Supplementary Report of the Executive Committee To the Board of Trustees:

Gentlemen:

At a full meeting of the Executive Committee, for reasons deemed sufficient by the Committee, the Chairman of the Committee and the President of the institution were directed to have screens put in all the windows and doors of the lower floors of both dormitories. We immediately asked for bids from several firms that do such work and the bids were received last week, but as this Board was to meet so early we deemed it both courteous and advisable not to make any contract until we had informed the Board of Trustees of the reasons the Committee had for making the order and of the financial condition of the institution. We now submit these matters to this Board, but we deem it proper to say that, unless the Board orders otherwise we will proceed at an early date to execute the order of the Executive Committee. If your Board

deems it unwise for this work to be done we beg that you will give us your directions.

T. J. Jarvis
Chairman Executive Committee.

The Chairman called for the President's Annual Report.

The report follows:

June 8, 1914.

To the Board of Trustees
East Carolina Teachers Training School
Greenville, N. C.

Gentlemen:

I have the honor to submit herewith my Fifth Annual Report.

yours very truly,
Robert H. Wright
President.

June 8, 1914

Fifth Annual Report of the President
of the
East Carolina Teachers Training School
Greenville, N. C.

To the Board of Trustees:

Gentlemen:

Tuesday, June 9, marks the closing of the Fifth year's work of this school. In 1911 we graduated seventeen young women. In 1912 we graduated nineteen. In 1913 we graduated thirty. This year we present thirty-seven young women for graduation. This gives you some idea of the steady growth of the school.

The following young women have completed the two-year Professional Course prescribed by the faculty of the school and are unanimously recommended by our

faculty for graduation from this institution. I therefore, present their names to you for your approval and ask that each be given her diploma:

Bessie Lee Alston	Nina Otelia Gattlin
Marion Frances Alston	Emily Dearborn Gayle
Corinne Whitford Bright	Annie Dore Hardy
Mattie Hughes Bright	Rachel Blanche Lancaster
Mary Elizabeth Chauncey	Suella Moore Lancaster
Mae Belle Cobb	Carrie Elizabeth Manning
Emma Senora Cobb	Minnie Gertrude Myers
Bessie Mae Corey	Sadie Jones Nichols
Gertrude Elizabeth Critchew	Addie Mae Pearson
Ila Beaul Daniel	Agnes Lee Cegram
Mattie Virginia Cox	Minnie Geneva Quinn
Helen McIlwaine Daniel	Annie Evelyn Smarr
Sela Moore Deans	Mary Euphemia Smith
Mary Elizabeth Doub	Anna Laura Stanfield
Maris Belle Evans	Kate Chrystal Watkins
Blanche Gold Everett	Mary Eugenia Weston
Gladys Mizell Fleming	Essie Seggett Woolard
Lula Agnes Fountain	Rosa Mae Wootton
Grace Ellington Smith	

In addition to the professional course our school offers two One Year Courses for Teachers of Rural Schools. One Year Course - A is for those who hold a first or second grade certificate, active or expired, from some county superintendent. There were only a few applying for this course this year so it was not offered.

One Year Course B is for those who have not taught but who must teach after one year of training. Fifty-six students have taken this course this year. Of these the following have

completed the course with satisfactory grades, and are recommended by our faculty for certificates. I, therefore, ask that each be given a certificate showing that she has completed this course:

Sallie Gladys Bateman	Ida Janie McKethan
Susie Eva Batchelor	Katherine McMullan Newby
Rosalie Bland	Annie Simmons Outlaw
Blanche Beatrice Boyce	Fronnie Lillian Dewey
Jennie Bookers Clark	Marjorie Lydia Cratt
Margaret Belle Cole	Virgula Elma Belletier
Helen Gertrude Guilford	Margaret Amanda Ross
Clyde Howard	Nettie Elma Shoaf
Ollie Juanita Howard	Beulah Blanche Stallings
Minnie Belle Hussey	Bessie Viola Tarkenton
Catherine Johnson	Annie Tyew
Katie Mae Lancaster	Erna Ruby Unstead
Carnie Adelia See	Fannie Gertrude Uzzell
Clara Belle Song	Alma Ward
Gertrude Maxwell	Sallie Keyiah Wilkins
Sennie Lucile Williamson	

The year now closing has been the most successful in the history of our school. The enrollment is one less than last year, but we have had one additional teacher in the dormitory. Thus reducing our dormitory space for students by two.

	1913-14	1912-13
First Year Academic	32	44
Second " "	42	42
First Year Professional	60	56
Second " "	38	30
One Year Course B	56	56
Spring Term	23	
Total	<u>251</u>	<u>252</u>

Fifty-three counties in North Carolina have had students with us this year, and four states, (Virginia, Georgia, Arkansas and North Carolina).

During this year for lack of room we have been forced to refuse, for the regular school year, one hundred and forty-eight students. Although we have increased our dormitory capacity by sixty we have already refused 122 for the Summer Term. We are reserving rooms only for those who intend to spend the entire time - (eight weeks). This makes a total of 270 students refused during this year. Prior to this year we had refused 984 applicants. This means that since the school first opened its doors for students, five years ago, we have been forced to refuse admission to 1254, an average of 250 $\frac{4}{5}$ per year. Thus you see we have annually refused more students than our dormitory capacity - we can now accommodate two hundred and forty students in our dormitories.

This is a record of success that we are justly proud of. I never expect to see the day when our dormitory capacity will equal the demands.

From the beginning the school has been very fortunate in its teachers and officers. The work of our faculty this year, taking all things into consideration, has been the most satisfactory year in the history of the school. With the building operations going on practically the entire year they have labored under difficulties and yet I feel

that we have done as good a year's work as we have ever done in any previous year. I can not speak in too high terms of the splendid spirit they have manifested and of the willingness of each to do his full duty at all times.

During this year we have made a careful study of our Course of Study and revised the same making only a few changes. This has been done to help us to see clearly our problem and to meet that problem.

On March 27, 1914, Mr. W. H. Bogsdale, teacher of School Management, died. A memorial service has been held and the addresses on that occasion with the program will be printed in a small memorial volume. Mr. Bogsdale as county superintendent brought to our faculty much needed information. He was a teacher of rare ability and in his death this school has suffered a severe loss.

The spirit of the student body has always been a distinguishing characteristic of this school. Their spirit this year has been unusually fine. Coming out of the student body through the Council members is a recommendation that the faculty in the future take into consideration the attitude of the student toward the school work in granting the school's diploma or certificate, the idea being that there should be manifest in each student who receives a diploma or certificate the real teacher spirit. This idea came entirely from the student body. After much discussion on the part of the faculty the idea was

unanimously adopted. I mention this simply that you may see something of the teacher spirit that is in the student body.

For sometime we have felt the need of some kind of school magazine. This year we have started The Training School Quarterly to be a faculty and student magazine of a professional nature. The first issue of this quarterly has just been published and we feel that it is a credit to the institution.

During the year your Executive Committee, acting as Building Committee, has added a wing to the Administration Building, a wing to the East Dormitory, put an addition to the Carver Plant and built a residence. I will not go into details about these buildings as the Executive Committee is making you a full report. I can not refrain from saying, however, that I appreciate very much indeed the fact that there is a home for the head of the school thus taking him out of the dormitory; also that the additions that have been made are meeting a much felt need.

Acting under the understanding between the Board of Trustees of this school and the Trustees of the Greenville Graded Schools the town has erected on our property, facing Cotanch Street, a modern, up-to-date four room building to be used as a Model School. This building is so constructed that four more rooms may be added, making a two story building. When this is done we will have a model building for the Model School. This will fill

a much felt need of this school and will add greatly to our working efficiency.

The hot water line is now in very bad condition. We have not connected the bath rooms to the wing to the East Dormitory to the hot water line for fear this connection would put the entire line out of service. It is very necessary that we install a new line of pipe. We have had B. McKenzie give us an estimate of the cost, but the cost according to his estimate was so great that the Executive Committee postponed action. Something must be done to this line if we are to have hot water for the use of the school.

By authority vested in me by action of the Board of Trustees, January 8, 1914, I have employed the following teachers and officers for the Summer Term to begin June 16:

Faculty

Robt. H. Wright, President
 C. W. Wilson, Pedagogy
 H. E. Austin, Science
 L. A. Meadows, English
 L. S. Matthews, School Management
 Maria D. Graham, Mathematics
 Elizabeth G. White, Mathematics
 May Barrett, Primary Methods
 Kate W. Lewis, Drawing
 May A. B. Muffly, Public School Music
 Martha W. Armstrong, Domestic Science
 Alice V. Wilson, Science
 Sarah A. Dynes, History

Officers

Robt. H. Wright, President
 Mrs. Kate R. Beckwith, Lady Principal
 J. B. Spilman, Bursar
 Emma R. Jones, Secretary to President
 Ola S. Ross, Custodian of Records
 Chas. O'H. Laughinghouse, Physician
 Mittie R. Beaman, Superintendent of Infirmary
 Mary Rankin, Matron

I am sure we have an unusually strong faculty and every indication is that this will be the best summer Term in the history of our school.

Acting under the authority vested in me by the Board of Trustees of this school at your meeting January 8, 1914, "to employ for the next school year three additional critic teachers and a Domestic Science teacher full time at salaries not to exceed nine Hundred (\$900⁰⁰) Dollars per year, each, and an assistant teacher in instrumental music at a salary not to exceed Seven Hundred Twenty (\$720⁰⁰) Dollars per year," I have employed as critic teachers,

Miss Mylitta Mae Morris, salary nine Hundred (\$900⁰⁰) Dollars. She will take charge of the second grade. Miss Morris is twenty-six years old, a graduate of the State Normal at DeKalb, Ill. and has spent one year in Teachers College, Columbia University. She has had five and one-half years experience as a teacher in Illinois, and Colorado.

Miss Genevieve Schuster, salary Seven Hundred and Twenty (\$720⁰⁰)

Dollars. She will take charge of the third grade. Miss Schuster is a graduate of the State Normal School at Clatsville, Wis. She has had four years experience in Wisconsin, Kansas and North Carolina. She was teaching this year at Goldsboro.

Miss Annie McLoran, salary Seven Hundred and Twenty (\$720⁰⁰) Dollars. She will take charge of the fourth grade. Miss McLoran is twenty-one years old and has had one year's experience in the country schools in Georgia. She is a graduate of Bessie Tift College, Forsyth, Ga. and has spent one year in Teachers College, New York.

For teacher of Domestic Science, I have employed Miss Martha Ward Armstrong, salary Nine Hundred (\$900⁰⁰) Dollars. Miss Armstrong is a graduate of Beabody Normal, Nashville, Tenn., and has attended school at the Alabama Library School, Montgomery, Ala., and Teachers College, New York. She has had eleven years experience as a teacher.

As assistant in the department of Music I have employed Miss Hannah Fahnestock, salary Seven Hundred and Twenty (\$720⁰⁰) Dollars. Miss Fahnestock is a student from Beabody Conservatory, Baltimore, is known by Miss Hill, and very highly recommended.

I feel that we are very fortunate in the selection of our additional teachers. I find it best to select teachers early in the year before the best ones are employed by some other school. Increasing the salary limit to \$900⁰⁰ for new teachers has made it much less difficult to secure ^{efficient} teachers.

The new teachers in our faculty for the past year were Miss Mabel M. Comfort,

History and Mathematics, Miss Margery Herman, Science and Mr. Harold Whitehurst as supply in English while Mr. Meadows is on his leave of absence. With the exception of Mr. Whitehurst the work of the new teachers has been entirely satisfactory. I consider them valuable additions to our faculty.

I recommend that the teachers and officers be re-elected for their present positions for the ensuing year. Mr. Meadows has written me that he will be with us next year. We will, therefore, not have further need for the services of Mr. Whitehurst.

The addition of the wing to the East Dormitory makes it necessary to place a woman in charge of that building. I ask, therefore, that the title Lady Principal be changed to Home Mother and that I be empowered to employ a Home Mother for the East Dormitory.

The County Board of Education of Pitt County has employed Mr. S. B. Underwood Superintendent of Schools for Pitt County. Mr. Underwood was formerly superintendent of schools in Kinston, N.C. and I believe a very efficient man. I recommend that he be elected to the position of teacher of School Management in this school at a salary of Five Hundred (\$500⁰⁰) Dollars a year, salary to begin July 1. The reason I ask that his salary begin July 1 is, because on that date the year begins for county superintendent in Pitt County.

During this year, ^{the} Board of Internal Improvements sent Major

J. J. Bernard here to audit the school's accounts.

Dr. R. H. von Eyndorff, an expert on malaria sent out by the Federal Government, came here last fall and took one hundred and eighty-five blood smears to test for malaria. We were particular to see that he got every malarial suspect. The result of his investigation as stated to me by him in a report shows there were only eleven cases of malaria in school. The general health condition of the student body has been unusually good.

Respectfully Submitted
Robt. H. Wright

President.

That you may get some idea of the extent to which our school is known I will cite you to the fact that during this school year the Commission to study education in Europe and America, sent out by the Republic of China, spent two full days here visiting our school. They planned to spend but one day, but found so much data of interest to them that they staid over an extra day.

On motion the President's report was accepted as a whole with the exception of the clause recommending that the title of Lady Principal be changed to Home Mother.

Moved and seconded that the Chairman of the Executive Committee be and is hereby authorized to borrow from the Greenville Banking & Trust Co. the sum of Five Thousand Dollars (\$5000⁰⁰) and execute the Boards note therefor for a term of Ten (10) months, and Three Thousand Dollars (\$3000⁰⁰) from the National Bank of Greenville and execute the Boards note therefor for a term of ten (10) months.

Motion carried unanimously.

Moved and seconded that the general report of the

Executive Committee be received and approved. Motion carried.

The Board then took up the question of the election of officers and teachers. On motion Robt. H. Wright was re-elected President of the school.

On motion all officers and teachers (except Mr. Whitehurst, a substitute for one year) were re-elected at the salaries previously paid except as named in subsequent motion.

Moved and seconded that the salaries of the following officers and teachers be changed as herein named and specified, these changes to go into effect Sept. 1st 1914:

Robt. H. Wright raised to	(^{Former Salary} 2880.00)	\$3000.00
C. W. Wilson	(1900.00)	2280.00
H. E. Austin	(2100.00)	2280.00
Leon R. Meadows	(1500.00)	1800.00
J. B. Spilman	(1080.00)	1260.00
Maria D. Graham	(950.00)	1020.00
Sallie Joyner Davis	(950.00)	1020.00
May Barrett	(950.00)	1020.00
Mabel M. Comfort	(900.00)	960.00
Margery L. Herman	(900.00)	960.00
Kate W. Lewis	(800.00)	900.00
Lida Hill	(800.00)	900.00
Miriam MacFadyen	(720.00)	900.00

The motion was unanimously carried.

In compliance with the recommendation contained in Pres. Wright's report Mr. S. B. Underwood was elected by unanimous vote as Teacher of School Management at a salary of Five Hundred Dollars (\$500.00) a year, salary to begin July 1st 1914.

Moved and seconded that the school issue diplomas and certificates as per Pres. Wright's recommendations. Motion carried.

Moved that the matter of replacing the Hot Water line be referred to the Executive Committee and the President of the school with power to act when absolutely necessary. Motion carried.

President Wright made the following announcements to the Board:

1. That the Class of 1914 has presented to the school a tree, scenery for the stage in the Auditorium, and the sum of Two Hundred (\$200.00) Dollars for a Student Loan Fund.
2. That the Federation of Pitt County Women's Clubs is going to present to the school a Loan for a Pitt County girl.

The Board acknowledged each of these gifts with pleasure and a vote of thanks to each organization.

The Board adjourned.

F. J. Jarvis Chm (pro tem)

C. W. Wilson Secy.

Board Meeting
Dec. 29, 1914.

The Board was called to order by Dr. J. Z. Joyner, Chairman ex officio.

The reports of the President of the school and of the Executive Committee were called for and were read as follows:

Report of President

Administration Building,
East Carolina Teachers Training School,

Greenville, N.C., Dec. 29, 1914.

To the Board of Trustees of East Carolina
Teachers Training School:

Gentlemen:-

Since the school first opened its doors for students, October 5, 1909, we have a net enrollment of 2,907 as follows:

	Regular School Year	Summer	Total	Names Counted Twice	net en- rollment
1909-1910	174	330	504	42	462
1910-1911	227	300	527	29	498
1911-1912	235	359	594	26	568
1912-1913	252	322	574	20	554
1913-1914	251	328	579	19	560
Fall Term 1914	265		265		265
Totals			3,043		2,907

From this it will be seen that the total number of students enrolled since the school first began is 3,043. Not counting any student's name twice in twelve months the total net enrollment is 2,907.

For lack of room in the dormitories we have been forced to refuse admission to 1,312. This means that 43.1+ per cent of our total net enroll-

ment has been refused admission. For the Fall Term this year we had a dormitory capacity of sixty students more than we had one year ago, but all the rooms were taken at an earlier date than they were in 1913. This gives you some idea of the increased demand for dormitory space.

The health conditions in this school, from the first, have been entirely satisfactory. We are now in our sixth year and have never had a death nor an epidemic.

From the first we have held this school strictly to the purpose for which it was established, viz., to train teachers for the schools of our State. If a student agrees to teach for two years there is no charge for tuition. At present we have only three students who pay tuition. This means that practically all the students in this school have signed the agreement to teach when they leave us.

The courses of instruction are found outlined in our catalog for 1913-1914. A glance at these courses will show that we are offering only those subjects that will help to make efficient teachers. Since sixty-three per cent of the people of North Carolina live on the farms, and since the rural school has been in a measure the neglected school in our State, we are offering two one-year courses intended to meet the needs of those who are to teach in the country schools. We feel that we are doing a valuable service for the country children in these courses. This does not mean, however, that the graduates of this school are

not going into the country schools. Over seventy-five per cent of our graduates are now teaching country children.

Of the 2,907 students who have attended this school almost all of them, except the present study-body of 265, are teaching in the public schools in our State.

Donations.

The motto of this school is "To Serve." That the spirit of service has found lodgment in the hearts of the student-body is clearly exemplified in the following donations. These came to us without solicitation, in fact I was in total ignorance of the purpose of the students in each case until the movement was well under way.

Student Loan Fund.

The Class of 1911	\$112.50
The Class of 1912	200.00
Summer Term of 1912	45.00
The Class of 1913	300.00
The Class of 1914	210.00
Summer Term of 1914	21.00
Total	888.50
For books in the library by the Summer Term of 1911	52.50

The Student Loan Fund has been the instrument of helping 16 students. The donation to the library has been spent for books and they are now in the library for reference purposes.

The Pitt County Federation of Women's Clubs has raised sufficient funds to keep one Pitt County girl in school during the present school year. They have, also, \$20 ^{over}

additional to be loaned to some deserving student. The Follie Southall Cotten Loan Fund of the North Carolina Federation of Women's Clubs has been the instrument of keeping in school two students a year since it was established something over a year ago.

The last General Assembly made an appropriation of \$40,000 for permanent improvements. Your Executive Committee, acting under your instructions, has spent this money in erecting a wing to the East Dormitory, thus increasing our dormitory capacity by sixty; in erecting a wing to the Administration Building, thus giving us four additional classrooms, a domestic science room, a laboratory, two supply rooms, a stock room and a post-office; in erecting the President's residence; in erecting an addition to the former plant and in the purchase of additional machinery and equipment. A detailed account of these improvements and expenditures is found in the minutes of your Executive Committee. These additional improvements were very necessary and have greatly added to the working efficiency of the school.

In addition to the above mentioned improvements the town of Greenville has erected on our grounds a four-room building to be used as a model school. You are under agreement with the Board of Trustees of the Greenville Graded School to pay for this building and to add a second story as soon as you can get the funds for this purpose.

needs of the Institution.

Maintenance. The increased enrollment and the opening of the model school have made it necessary to enlarge our faculty. We now have twenty-nine teachers and officers. This is a larger number than we have ever had on our pay roll before this year, consequently our expenses have been considerably increased. Before another school year we should add other members to our faculty. It is, therefore, imperative that our annual appropriation for maintenance be increased.

The calendar year is divided into four terms, any three consecutive terms may make a school year. This means that our Summer Term is a regular term of the school and is on the same basis as any other term. Our appropriation for maintenance has to cover the expenses of this term as well as the Fall, Winter and Spring Terms. This is an additional reason why our appropriation for maintenance should be increased.

The school cannot grow and meet the urgent demands constantly being made upon it without the following things:

1. Dining Room. The present student body is too large for the capacity of our dining room. In the original plans for this building it was contemplated to turn the present kitchen into the dining hall and to erect a kitchen to

the south end of this building. This should be done before the next school year begins.

2. Model School. Our present Senior class has between forty and fifty students. This is as great a number as we can handle with any degree of satisfaction in a four-room model school. Next year we will have between seventy and eighty students in our Senior class. It is necessary, therefore, that you purchase the Model School building from Greenville and that you add the second story to the same, thus giving us the use of eight rooms instead of four in the Model School.

3. Hot Water System. The line of pipe conducting hot water from the heater in the power plant to the bathrooms in the various buildings has given out and must be renewed.

4. Wing to the East Dormitory. Since the school first began in 1909 we have turned away for lack of dormitory room 1,312 applicants. This means that over 50,000 children in North Carolina are not being taught as well as they would have been had we not been forced to refuse these applicants. The constant demand above our capacity is too great to be ignored. You should have a wing added to the East Dormitory, thus enabling us to accommodate sixty more students.

5. Gymnasium. In a school of this kind the students should be taught that it is as much a part of the teacher's work to take care of the rec-

recreation hours as it is to take care of the recitation hours. It is impossible for us to do this part of our work unless we are in a position to organize our recreation hours and place them in charge of a competent teacher. To do this it is necessary that you erect a modern gymnasium with a room to be used for the usual gymnastic exercises, but to be large enough to be used as a recreation hall in which the plays and games of the public school may be taught to our students.

6. Laundry. That part of the former plant now used for the laundry is too small to meet the demands made upon it. This building should have an addition erected to the east and sufficiently large to double the present floor space used as a laundry.

7. Literary Societies and Young Women's Christian Association. We have two flourishing literary societies and a very strong Young Women's Christian Association. Neither of these organizations has a suitable home. Some provision should be made for each of these student organizations to have a comfortable place to hold meetings.

8. Wing to Administration Building. There should be erected a wing to the west end of the Administration Building, thus increasing the classroom capacity of the school.

9. Walks and Grounds. It is very necessary that we spend annually more money on our walks and grounds than we are spending at present. The boardwalks last only a short time and are very expensive to keep in repair. Concrete should take the place of the present boardwalks and several additional walks should be laid.

10. Books for the Library. The following appropriations have been made for our Library:

March, 1911	\$500.00
June, 1911	500.00
June, 1913	611.29
Total	\$1,611.29

We now have 1,774 volumes. This does not supply us with the necessary reference books. The present room used for the Library is too small. Provision should be made in the wing to be erected to the Administration Building for a larger room to be used for the Library, or a building should be erected for the Library. I shall not ask for a Library building this time, though it is one of our urgent needs.

An appropriation to cover these permanent improvements and an appropriation of \$60,000 a year for maintenance are imperatively necessary. Anything less than this will seriously handicap the school and materially retard its progress.

Respectfully submitted,
 Robert H. Wright,
 President.

Treasurer's Statement
Cash Receipts for Two School Years from
Sept. 1, 1912 to Aug. 31, 1914.

State appropriation for maintenance	90,000.00
State appropriation for debt	6,000.00
State appropriation for permanent improvements	40,000.00
Borrowed money	18,000.00
Students for school expenses	66,378.91
Miscellaneous receipts	2,425.03
Total receipts for entire period	<u>\$222,803.94</u>

Disbursements for above period of two years.

Overdraft at beginning of period Sept. 1, 1912	\$0.60
Architects	2,851.80
Advertising and publication	2,896.37
Building repairs	1,216.69
Contracts for additions to Administration Building, East Dormitory and Power House and for erecting President's Residence	39,907.43
Heating, wiring, plumbing and furniture for above buildings	7,809.43
Additional equipment for power plant	7,749.97
Farm and garden	815.44
Grounds and walks	1,972.51
Infirmary expense	497.62
Interest and discount	1,686.65
Insurance	374.25
Lectures	170.80
Land	2,303.50
Music Department expense	251.92
Note payable	6,000.00
Office equipment	225.61
Office expense	214.74
Plumbing repairs	105.89
Power plant supplies	1,349.65

Postage, printing and stationery	1,252.04
Refunds to students	1,005.69
Salaries	61,915.90
Janitor's supplies	552.38
Stationery to sell to students	957.29
Text-books	1,644.03
Telephone and telegraph	414.36
Tools and implements	211.75
Traveling expense	1,252.63
Trustees' expenses	547.04
Well	2,872.92
Freight and express, miscellaneous	40.08
General expense not otherwise classified	1,014.97
Classroom supplies	211.21
General repairs	40.65
Dining room	32,695.37
Bay rolls	15,328.83
General equipment	3,793.74
Dormitory expense	357.09
Science equipment and supplies	389.24
Screens for Infirmary	333.00
Power plant repairs	603.11
Laundry	1,768.15
Library	656.74
Coal	12,417.23
Stable expense	631.50
Water and light	2,682.55
Cash on hand Aug. 31, 1914	813.58
	<u>\$222,803.94</u>
Accounts payable Sept. 1, 1914	2,438.34
Notes payable	18,000.34
	<u>\$20,438.34</u>
Cash balance Sept. 1, 1914	813.58
Freight claims	5.53
Accounts due us	922.11
Deficit Sept. 1, 1914	18,697.12
	<u>\$20,438.34</u>
Current supplies as per inventories Sept. 1, 1914	\$5,050.19

Cash Receipts from Sept. 1 to Nov. 30, 1914.

Balance on hand Sept. 1	\$ 813.58
State Treasurer	11,250.00
Students	10,073.63
Miscellaneous receipts	<u>293.78</u>
Total receipts	22,430.99
Overdraft Nov. 30, 1914	<u>92.85</u>
	22,523.84

Disbursements from Sept. 1 to Nov. 30, 1914.

Advertising and publications	\$ 773.73
Architects	7.79
Building additions	1,291.01
Building repairs	21.00
Classroom equipment	146.07
Classroom supplies	1.06
Commencement expense	5.50
Coal	916.32
Dining room	4,025.30
Dormitory expense	29.15
Farm and garden	13.55
Grounds and walks	111.60
Interest and discount	326.25
Insurance	260.95
Infirmary expense	41.45
Janitor's supplies	68.45
Laundry expense	118.64
Lectures	16.73
Library	25.60
Music department	655.03
Office expense	57.23
Power plant	624.55
Pay roll	2,581.40
President's residence	44.35
Postage, printing and stationery	75.46

Refunds to students	129.03
Salaries	8,420.00
Stock room	206.73
Stationery to sell to students	182.03
Stable expense	77.98
Science department	862.36
Telephone and telegraph	46.41
Text-books	6.51
Traveling expense	59.10
Tools and implements	17.00
Trustees' expense	9.10
Water and light	269.42
	<hr/>
	\$22,523.84

Report of Executive Committee as read by
T. J. Jarris, chairman.

Administration Building,
East Carolina Teachers Training School.
Greenville, N.C.
Dec. 29, 1914.

Permanent Improvements

This Board in its report two years ago gave an itemized statement of the permanent improvements imperatively needed at the school in order to begin to meet its increasing demands, and the Board asked for an appropriation of \$100,000 with which to make these additional improvements. The Legislature, finding itself unable on account of want of funds to make sufficient appropriation to meet the needs of all the institutions of the State for permanent improvements, cut down the amount asked for and gave to this

school only the sum of \$40,000 for enlargement and permanent improvements.

The Board met on the 1st day of April 1913, to consider the situation and to determine in what way the \$40,000 could be most wisely expended in the interest of the public. The Board felt that the needs of the school were very great, but with only \$40,000 to be expended it raised a very difficult question to determine how and best to spend it. After a long investigation and discussion by all the members of the Board and earnest canvassment of views, the Board finally instructed the Executive Committee to proceed to erect one wing to the Administration Building, a wing to the East Dormitory, and to enlarge and improve the efficiency of the Corner Plant, and to build a President's Residence.

The original of all the plans had been made with a view of making additions to them without injury to the work already done so these additions ordered by the Board fitted in well with the original plans.

The Executive Committee, composed of Thos. J. Jarvis, J. Y. Payne, and Y. T. Diamond, directed architects to proceed at once to prepare the plans and specifications for these additional improvements ordered by the Board. As soon as these plans and specifications were prepared and in hand the Executive Committee advertised for bids for the erection of these additions to the buildings.

The Executive Committee met on June 25, 1913, all the members being

present, for the purpose of opening the bids for these several buildings. The bid of C. V. York for the erection of the wing to the East Dormitory was accepted, his being the lowest bid, at the sum of \$9,785 with the second floor not completed and with the understanding that the committee might within forty days order the completion of the second floor by paying an additional \$1,515, and this was afterwards done, so that York's bid for this wing, the dormitory complete, was \$11,300. As the work progressed on this wing it became desirable to make it thirteen feet longer, thus giving four additional rooms, and this entailed the additional pro rata cost.

C. V. York's bid for the wing to the Administration Building was \$11,985; and this bid was obtained after eliminating some things from the wing which the committee thought could be safely done.

The bids for the additions to the power house and additional machinery required were so unsatisfactory, although there were several parties bidding, that the committee rejected them and consulted an expert electrical engineer. The committee finally let the erection of the new engine room to C. V. York for the sum of \$2,600, and the contract for the additional electrical units and other machinery was let to Thos. B. Whitted at the price of \$5,600.

The first plans and specifications for the President's Residence which were submitted to bidders had to be changed because the bids for the erection of the

President's Residence from these plans and specifications were so high that the committee felt obliged to reject them all and direct that a new set of plans and specifications be prepared for a less expensive building, and the bids for the erection of this building upon these new plans and specifications were received by the committee at its meeting on August 14, 1913, when E. H. Evans made the lowest bid, \$7,866. The committee took further time to consider these proposals and finally let the erection of this building to E. H. Evans for the sum of \$6,500, after making further changes in the plans to reduce the cost.

All of this work was done at a time when material and labor were hard to obtain and commanded the highest prices that we have ever known. The committee, anxious to have this work done as economically as possible and as speedily as possible, so that the school could admit more of the young ladies who were applying for admittance, gave the work their constant and personal attention and saved every dollar where it could be done with proper care for proper construction, but with all of this these improvements were not completed and accepted until May 5, 1914.

Heating

The contract for heating the addition to the dormitory and the Administration Building was let to the American Heating Company on November 24, 1913, for the sum of \$3,195.

theirs being the lowest bid.

The contract for heating the President's Residence was let to the Raleigh Iron Works Company, February 5, 1914, at the price of \$580, that being the lowest bid for the work.

The contract for furniture for the new wing to the East Dormitory was let, Feb. 5, 1914, to Higgs-Taft Furniture Company at the sum of \$1,485, theirs being the lowest bid for the quality of furniture required. The contract for the furniture and blackboards for the classrooms was let to the Southern School Supply Company at the sum of \$739.51.

As is usually the case in the construction of buildings of the kind and magnitude of these, some things had been omitted in the original plans and contracts which were necessary to be added to give the school well equipped buildings, and this was especially true of the machinery and electrical apparatus at the power plant. As the committee was spending a considerable sum in enlarging this power plant, the committee deemed it wise to make it as nearly perfect as possible, so that it might do its work well without further trouble or expenditure. The committee made report from time to time at each Board meeting of the progress of the work, with such suggestions as the committee deemed wise so that the Board was fully informed of what had been done and what was being done. At one of the meetings of the Board it became apparent that

The \$40,000 appropriation was wholly insufficient to complete the work undertaken by the committee according to the instructions of the Board, so that the Board was brought face to face with the necessity of creating a debt or leaving the additions incomplete and unoccupied until the Legislature could appropriate the necessary funds.

Hundreds of young ladies were applying for admission to the school and the Board felt that it was a dire necessity to borrow sufficient funds to complete and equip the additions and open them to the reception of students. The two banks in Greenville very kindly consented to loan the Board the necessary funds, and the Board instructed the committee to borrow the needed funds. The committee closed up all the contracts and settled in full with all the contractors and paid for everything that it had purchased and found that it required the sum of \$18,000 over and above the appropriation to complete this work in the manner in which the committee and the Board thought it ought to be completed, and the Board directed the Chairman of the Executive Committee to borrow that sum and to execute the obligations of the Board for its payment as soon as the Legislature in its wisdom will make the appropriation.

The additions to the buildings have admitted sixty additional students,

and the work was done as cheaply as possible and in a manner commensurate with proper construction, and this Board feels that any committee from the Legislature visiting the school and inspecting the work will approve of what has been done.

Recommendations.

This school is doing a great work in preparing competent and willing young women to teach in the public schools. Hundreds have to be turned away for want of room. It is, in the opinion of the Board, a necessity that additional space shall be provided. The Board, therefore, urgently recommends, yea, earnestly entreats the Legislature to provide at once for the following additions to the plant which we estimate to cost the sums designated:

A wing to East Dormitory, estimated cost	\$15,000
A wing to Administration Building for class-rooms,	\$15,000
Enlarging dining room, Heating of these two wings we estimate to cost	\$5,000
Enlarging laundry,	\$3,000
Hot water line	\$3,000

When the present dining room was constructed a part of the room was cut off for kitchen. It was then contemplated that when the school increased so as to require it that a kitchen should be built on to the side of the building and the space now occupied by the kitchen be converted into a dining room. That time has come

and we estimate the cost at \$5,000. With the increase of students an increase in the capacity of the laundry is also required. This was also contemplated in the plan of the present laundry. We estimate that it will require to make this change \$3,000.

The hot water line has been down about five years and must be replaced. There seems to be something in the soil or water that eats into the pipe. We have had soil, water and pipe examined by experts and hope to be able to replace the pipes now in use by material more lasting. This we estimate to cost about \$3,000.

It seems to be the well settled opinion of school men that a teachers training school must have connected with it a practice school where the teacher-students can get the practical side of teaching as well as the theory. Impressed with the need of such a department in connection with this school this Board asked the Legislature for an appropriation for this purpose, but, as before stated, that body cut the appropriation to \$40,000 for all improvements. The able and progressive President of the school felt that a training school was so necessary that he asked the Board to use enough of the \$40,000 appropriation to build one. The Board declined to do this but it did, through the chairman of the Executive Committee, enter into an arrangement with

the Board of Trustees of the Greenville Graded School by which it secured a handsome four-room building. That arrangement was this:

The graded school was also in need of room, and as a practice school is of no use without graded school children it was agreed that the practice school building should be built upon the Training School grounds and be used by the Graded School as a part of that school. The graded school board agreed to furnish the money to erect a four-room building on the Training School grounds, said building to be erected under the supervision of the Executive Committee of the Training School and according to plans to be prepared by our architect and approved by our committee. It was further agreed that the building should be the property of the Trustees of the Graded School until the amount expended by them was repaid by the Board of Trustees of the Training School. In this way a very handsome, commodious four-room building has been erected, with heat, water, and all modern school equipment at a cost of about \$12,000. This building is now only one story with flat cheap roof and is so constructed that the second story of four rooms can be put on and made to fit in perfectly with the work already done. This second story gives four additional classrooms and will cost, we estimate, about \$10,000. This additional room for the practice school is imperatively demanded as the next Senior class of

the Training School will have in it about seventy-five or eighty students, and that is more than can be properly cared for in a practice school of four rooms.

Then the imperative present, pressing needs of the school are:

Wing to Dormitory	\$15,000
Wing to Administration Building	15,000
Heating these two wings	3,000
Enlarging dining room	5,000
Enlarging laundry	3,000
Hot water main	3,000
Second story to practice school	10,000
Amount due banks for money borrowed	18,000
	<u>\$72,000</u>

Other needs.

In addition to the foregoing needs of the school which we have denominated as present and pressing, there are other things greatly needed and which we press upon the attention of the Legislature and for which we ask for an appropriation. They are:

1. A building for a library and society halls. At present a small room in the Administration Building is used as a library. This room is insufficient and is needed for other purposes. Then the students have organized a Young Women's Christian Association and two literary societies. These organizations are performing an important part in the student life of the school. They have no suitable place for their meetings and are forced to shift about for a place to meet as best they can. We think the best

solution of these difficulties is to erect a separate building for a library and society halls, and we ask for an appropriation of \$10,000 for this purpose.

2. A gymnasium is greatly needed. This is needed not only as a means of healthy exercise to the students of the Training School, but also that they may be properly trained in physical culture so that they may teach it in the schools where they are to teach. When such a building is erected it is better to build and equip it with modern scientific appliances. We estimate this can be done for \$40,000, and we ask for an appropriation for that sum for that purpose.

3. It is time we are putting down some durable walks in and around our beautiful grounds. We have been putting down boardwalks and they soon give out and need constant repairs. We ask for \$1,000 for walks and improvements of grounds.

If the Legislature shall find itself unable to appropriate for all the objects for which we are asking appropriations, then we insist on the appropriation for those objects we have designated as present and pressing.

Maintenance.

The last Legislature cut our request for maintenance to \$45,000. With the increase in the cost of living and the increase in the number of teachers to be employed and paid this sum has been found very inadequate and we ask for an appropriation for maintenance of \$60,000. It must be remembered that tuition in this

school is free to those who agree to teach. Out of these in attendance only three pay tuition, the others agreeing under the law to teach, so that current expenses of the school have to be met out of the maintenance fund provided by the Legislature. In this connection we refer to the reports of the President and Bureau of the institution for more detailed and definite information. And we especially emphasize the fact that increase in the number of students requires an increase in the teaching force, and that to get and keep well equipped teachers we must pay good salaries.

General Observations.

The East Carolina Teachers Training School occupies a unique position in the educational policy of the state. It is the only school in the state, public or private, that is engaged in the exclusive work of teachers training. This school holds steadfastly to its one purpose of preparing and training teachers for the public schools.

There is a growing recognition of the fact that the raw material that goes to make up the food and raiment for mankind is produced upon the farm, and with the recognition of this fact comes the movement to make the farm life more agreeable and profitable. There is a growing conviction that it is wise, that it is humane and brotherly to make those who dwell upon the farm as healthful and happy and contented

as possible. In this State there is a well organized movement, particularly by those who dwell in the cities as well as those who dwell in the country, to give to the country people the benefits of the best thoughts and service of those who have made the problem of farm life a study, and we note with great pleasure that the country people are demanding as of right the best of everything applicable to country life.

In our conception of the order of things we give good schools the first place and the greatest boon to be conferred upon the country people. Give them good schools and the other good things are sure to come. But they cannot have good schools without good teachers.

We do not say that the East Carolina Teachers Training School is the only school training good teachers for these public schools, but we do say that it is the only school engaged exclusively in that work, and we argue that it is the duty of the Legislature to give the enlargement of the institution all the financial aid the condition of the finances of the State will allow. The report of the President of this school shows that in the last year hundreds of young ladies who wished to enter and fit themselves to teach have been turned away because there was no room. They were not turned away because there was no place in the country districts for them to teach, for there is a great demand in the country for trained teachers. We therefore feel it to be our duty as well as our pleasure to appeal

to the Legislature to enlarge this institution to the end that it may send more trained teachers in the country to properly train the country children. And we would emphasize the fact that every dollar put into this institution is a dollar put into training teachers for the public schools and nothing else.

We hold it to be the sacred duty of the Legislature to see to it that the country schools as well as the city schools are provided with trained teachers. At least three-fourths of the population of the State live in the country and but a small per cent of the children of that three-fourths even go beyond the country schools. All the training the great mass of them even get to fit them for the duties of life they get in the public schools. This fact adds vastly to the obligation of the Legislature, in our opinion, to provide trained teachers for these country schools.

In conclusion we earnestly invite and urge the Legislature to send a large committee composed largely of the committees on Education and Appropriations, to this school to make a rigid inspection of its work and of the expenditures made by it or for it. And we urge that this be done early in the session before the work of the Legislature accumulates and when the committee can take time to make a full and complete investigation. We feel sure that the more the Legislature knows

about the institution the more ready
it will be to enlarge it.

F. Y. Joyner
Chairman of the Board of Trustees
East Carolina Teachers Training School.

It was moved and seconded that the
Board adopt these reports and transmit
same to Gov. Craig and the General Assembly
as the Biennial Report of the Board of
Trustees.

Motion carried unanimously.

Pres. Wright read to the Board the following
requests:

Greenville, N.C.
Dec. 11, 1914

Pres. Robt. H. Wright,
East Carolina Teachers Training School
Greenville, N.C.

My dear Mr. Wright,

Feeling the need of further
study for the continuance of my work in
this school, I very much want a year's
leave of absence for such study, beginning
with September 1915.

Respectfully yours
Lida Hill.

It was moved and seconded that Miss
Hill be granted a year's leave of absence for
further study.

Motion carried

Greenville, N.C.
Dec. 18, 1914.

Pres. Robt. H. Wright,
East Carolina Teachers Training School,
Greenville, N.C.

Dear Mr. Wright:

Enclosed is the plan which you have seen for the Sidney Lanier Literary Society home.

The Society would appreciate the service of the school in fixing walls, floors, and stage of these rooms, preparatory to finishing.

Very respectfully yours,

Bernice Fagan, Pres.

Moved and seconded that the request of the Lanier Society be referred to the Executive Committee with power to act whenever the money is available for this purpose.

Carried.

Pres. Wright recommended that provisions be made for the Summer Term of 1915; whereupon it was moved and seconded that the Director of the Summer Term be authorized to provide for the Summer Term, the expense of same not to exceed \$5,000.00.

Motion carried.

On the recommendation of Pres. Wright Mr. C. W. Wilson of the regular faculty of the school was unanimously elected Director of the Summer Term for 1915.

Pres. Wright stated to the Board that a larger teaching force in some of the departments of the school would be necessary for the school year 1915-1916.

Moved and seconded that the employment of additional teaching force for next year be referred to the Executive Committee with power to act provided the funds are available.

Motion carried.

Pres. Wright read to the Board rec-

ommendations of Mr. Sherwood Brockwell in regard to fire prevention in and about the buildings.

Moved and seconded that the above mentioned recommendations be referred to the Chairman of the Executive Committee and the President with power to act.

Carried.

The Board adjourned.

J. Y. Gaynes, Chm.

E. W. Wilson, Secy.

Board Meeting
April 13, 1913.

Board called to order by chairman, J. Y. Joyner with the following members present:

J. Y. Joyner, chairman, Thos. J. Jarvis, Y. T. Diamond, J. B. Seigh, J. B. Barneman.

Resolved that the President of the school be authorized and requested to extend to the Firemen of Greenville an invitation to a supper in the school dining room as soon as it is convenient, the supper to be given in recognition of the services rendered by the Fire Company when the dining room was burned.

The Board also desires to thank the citizens of Greenville and the people generally for the services rendered in saving the property of the school, and for the generous offers to furnish meals to the students body the next day.

The resolution was adopted by unanimous vote.

Pres. Wright was called upon for his report upon the fire.

His report follows:

April 13, 1913-

To the Board of Trustees
East Carolina Teachers Training School
Gentlemen:

On the night of April 1 our dining room was partially destroyed by fire.

The faculty of the school had decided to give the student body a short Easter vacation to begin at noon on April 2.

Before the fire was extinguished, I spoke to E. W. Evans and instructed him to get together all the material and labor necessary to replace the roof at the earliest possible date. I had the school assembled and instructed them to stay home until Monday the 12, thus prolonging their Easter holiday for one week.

I have had W. G. Rogers of the firm of Hook & Rogers, Charlotte, N.C., give the building a thorough inspection to see that the walls are in the proper condition to build on. I also had him to go over all the details with Evans that the construction may be as good as the building was before the fire. This was done with the advice of the Chairman of your executive committee. As a result of this fire the school will lose but one week of the spring term's work.

The good people of the town of Greenville, keepers of boarding houses and hotels, even while the building was burning, offered to feed our students. In fact, we had more than two offers for every person fed here in our dining room, and I wish to put in this report an expression of my great appreciation of this kindness from the people of our town.

The work of the local fire companies was as satisfactory as any one could ask, in fact, their efforts have saved the school several thousand dollars and I wish to put in this report my appreciation of their efforts.

The conduct of the student-body

was really better than any one had any night to expect. They were not over-excited, stayed out of the way and gave us really no unusual trouble.

The action of the teachers, officers and employees of the institution was most commendatory. There was no assistance they could have rendered that they did not render.

The work of E. H. Evans and the people he employed to replace the roof has been eminently satisfactory. Every carpenter, laborer and contractor to whom we made application for assistance rendered every assistance possible, in fact we have had the most hearty co-operation of the mills and all of the people of the town of Greenville who could be of any assistance to us in replacing the roof. As a result the school has lost but one week from the Spring Term, and is to-day working the regular schedule.

While the loss is a serious one, yet, it is a source of much gratification to me to know that every employee of the institution did his full duty in every respect.

The cause of the fire was not apparent until we took down the kitchen range. Then it was quite evident to my mind that the fire caught from the flue of the range. The brick work was in very bad condition and it was perfectly evident to my

mind that the fire caught from the flue of the range. The brick work was in very bad condition and it was perfectly evident that the fire came through the brick work and caught the furnace behind the plaster and worked its way up this furnace until it reached the ceiling.

I have made a most thorough investigation and find that the night watchman and the chief engineer gave the building a thorough inspection for fire not to exceed thirty minutes before the fire was discovered. The night watchman heard cracking noises about the building - could see no smoke - but reported the same promptly to the chief engineer. They went through the building, found a vessel of cereal on the range, the water in this vessel was boiling over and making a considerable noise, creating considerable steam and smoke. This was the only explanation they could find for the noise.

If you will hold in mind the type of construction of the ceiling and roof of this building you will see how it was almost impossible to discover a fire above the ceiling until the fire reached sufficient headway to break through the roof. The entire ceiling had but one small opening and unless the fire was near that opening, as the smoke coming out of that opening one would not discover fire between the roof and the ceiling. The engineer and watch-

did their full duty in trying to discover this fire and need special commendation for what they did.

The amount of loss has not been determined, but we saved most of the furniture, crockery, silver-ware and provisions. The cold storage plant in the basement is damaged very little if any. I think the insurance will cover all the loss.

On the 2 inst. I notified Hon. James B. Young, State Insurance Commissioner, of the fire. The work on the buildings is being done with his sanction.

I recommend that the roof be put back according to the specifications of the Architect. This means only a few changes in the original roof. I recommend that the temporary roof be left as it is, except that the tile be put on it until after the summer term, and that then all of the inside work be finished up in proper shape. By postponing this work until the close of the summer term, we will be enabled to run our summer term and not disappoint the many people who have already made application for rooms here during the summer.

Respectfully submitted,
 Robt. H. Wright
 President

On motion the President's report was received and ordered to be recorded in the Board's minutes.

The Board then examined the

Architects plans and specifications for enlarging the Dining Room and Kitchen and discussed the expediency and economy of making the enlargement while the repairs of the fire are being made.

It was moved by Gov. Jarris that the Executive Committee be authorized to proceed to construct a kitchen in the rear of the present kitchen and to restore and enlarge the damaged dining room as specified in the architects plans if in the opinion of the Committee the funds available after the adjustment and settlement of the insurance will justify the expenditure.

After a full and thorough discussion the motion was unanimously carried.

The Architect made a verbal report corroborating and confirming the President's report, and stated further that in the construction of the building the furnace was placed too near the range flue and that the fire in all probability originated at this point.

It was moved and seconded that the firm of Hook and Rogers be elected as exclusive architects of the school until further notice.

Carried unanimously.

At the request of Pres. Wright, Mr. D. D. Swenton, chief of the Fire Department of Greenville, appeared before the Board in the interest of some fire-fighting apparatus and submitted samples of fire-hose.

Action on the purchase of fire-fighting equipment was deferred until the annual meeting of the Board in June.

On the recommendation of Pres. Wright

it was moved and seconded that the President be authorized and empowered to employ one additional teacher to relieve the stress of work in the departments of Pedagogy and History, the salary of said teacher not to exceed one thousand dollars per annum.

Motion carried.

The Board adjourned to meet in the office of Jarris and Woster at 4:15-6. m. of this day.

At 4:15-6. m. the adjourned meeting was called to order in the office of Jarris and Woster.

By unanimous vote the Board authorized the President of the school and the chairman of the Executive Committee to settle the fire loss with the Insurance Adjusters.

The Board then examined the architect's figures for the repair of the damaged building and the construction of the proposed new addition.

The Architects figures as estimated were as follows:

Repairs to old	\$3292.20
New addition	5308.94
	<hr/>
	\$8601.14

It was moved and seconded that the chairman of the Executive Committee, the President of the school, and the ^{Sept 1st} architect be authorized to have two or more bids on this work submitted and to award the contract for same if this motion is in accord with the motion adopted at the morning session authorizing the enlargement of the Dining Room and Pitch-

ew. Motion Carried.

The Board adjourned.

J. Y. Joyner, Chm.
C. W. Wilson, Secy.

Board Meeting

June, 8, 1915

The Board was called to order by Chm. J. Y. Joyner with the following members present: J. Y. Joyner Chm. A. Mc Dowell, Y. T. Ormond, J. R. Baumerman, and J. W. Hines.

J. D. Cox, Clerk of Superior Court of Pitt County was asked to come over and administer the oath of office to Mr. J. W. Hines of Rocky Mount who was elected by the State Board of Education to succeed Mr. Clarence Poe, resigned. The oath was administered in the regular form and Mr. Hines was declared a regularly qualified member of the Board of Trustees with full powers and privileges.

Minutes of the meetings of Dec. 29th and April 13th were read and approved.

The Presidents annual report was called for. The report follows:

June 8, 1915

To the Board of Trustees
East Carolina Teachers Training School
Greenville, N.C.

Gentlemen:

I have the honor to submit herewith my Sixth Annual report.

Yours very truly,
Robt. H. Wright

President.

June 8, 1915

Sixth Annual Report of the President
of the
East Carolina Teachers Training School
Greenville, N.C.

To the Board of Trustees:

Gentlemen:

Wednesday, June 9, marks the closing of the sixth year's work of this school. In 1911 we graduated seventeen young women. In 1912 we graduated nineteen. In 1913 we graduated thirty. In 1914 we graduated thirty-seven. This year we present forty-five young women for graduation. This gives you some idea of the steady growth of the school.

The following young women have completed the two years Professional Course prescribed by the faculty of the school and are unanimously recommended by our faculty for graduation from this institution. I, therefore, present their names to you for your approval and ask that each be given her diploma!

(over)

Maudie Lee Anderson	Christine B. Johnston
Cornie Madison Bishop	Battie Mack Johnson
Mary Eleanor Bridgeman	Julia Norfleet Jordan
Mildred Davis Brooks	Louise Moore
Emma J. Brown	Sela Carr Neuman
Ethel Givann Brown	Valera Addie Perkins
Pearl C. Brown	Bessie Faison Bennett
Garah Emily Clement	Florence Pettway Perry
Leona Frances Cox	Fannie Ruth Proctor
Mabel Hughes Cuthrell	Mary Lois Reid
Clara Lois Davis	Emma Robertson
Mabel Clara Davis	Millie Jane Roebuck
Sula Pearl Davis	Kate Eugenia Sawyer
Mary Bernice Fagan	Elizabeth Plummer Spencer
Ethel Beatrice Finch	Alice Stephens
Ernestine Forbes	Katherine Elizabeth Tillery
Rubelle Forbes	Helen Christine Tyson
Clara Gladys Griffin	Vera Mae Waters
Elizabeth Violet Hooks	Laurie Jordan White
Rachel Eugenia Howard	Irene White
Jelene I. James	Elba May White
Callie Frances Jackson	Edna Stewart
	Alice Camp Tillery

The following young women have completed the one year Course-B outlined in our catalog for 1915 on page twenty-one. It is unanimously recommended by the faculty that each be given the school's certificate showing she has completed this course of work.

Lillie Banev	Rebecca Hollingsworth
Sarah Barnes	Laura Hollowell
Maudie Blanchard	Mary Johnston
Ethel Bowling	Aunie Kittrell
Mary Bumpass	Aunie Nelson
Ethel Carter	Mary Paul
Nannie Casey	Lillian Smith
Estelle Chesson	Norma Smith
Caddie Dew	Ina Stephenson
Luna Dixon	Ira Swain
Sucile Ellis	Seigh Tarbenton
Sarah V. Ellis	Earle Timberlake
Myrtle Helms	Claire Tingen
Minnie Hodges	Louise Tucker
	May Mindley

In many respects this has been the most successful year in the history of our school. The enrollment is forty-four greater than last year.

Comparative enrollment for
1913-14 and 1914-15

First Year Academic	32	—	31
Second Year "	42	—	36
First Year Professional	60	—	104
Second " "	38	—	49
One Year Course-B	56	—	75
	<u>251</u>		<u>295</u>

Counties in North Carolina have had students with us this year as follows:

Beaufort, 18; Bertie, 5; Bladen, 1; Camden, 3; Carteret, 4; Chowan, 4; Craven, 6; Cumberland, 1; Currituck, 2; Dare, 1; Duplin, 5; Edgecombe, 7; Franklin, 4; Gates, 7; Greene, 4; Halifax, 12; Hertford, 3; Hyde, 14; Johnston, 1; Lenoir, 7; Martin, 9; Nash, 8; New Hanover, Northampton, 8; Onslow, 2; Pamlico, 5; Pasquo-

tank, 2; Bender, 1; Berquimans, 7; Pitt, 45; Roberson, 9; Sampson; Wake, 5; Warren, 3; Washington, 8; Wayne, 3; Wilson, 2.

Western counties represented: Caswell, 1; Davidson, 1; Durham, 1; Gaston, 1; Granville, 4; Guilford, 1; Harnet, 1; Lee, 1; MacDonell, 1; Moore, 1; Person, 6; Randolph, 1; Scotland, 1; Stanly, 1; Surry, 1; Union, 2; Vance, 6; Yadkin, 1; Dairie, 3; Orange, 2; Moore, 1;

Five states have had students with us this year as follows: South Carolina, 1; Mississippi, 1; Virginia, 4; Georgia, 1; Florida, 1. In every case there is some special reason why these students are here from some other state.

Though our people have had a year of financial unrest and uncertainty, and though the dormitory capacity of the school has been sixty greater than for any other school year in our history yet we have been forced to refuse admission, for the regular school year, to forty-four (44) students. For the Summer Term Director C. W. Wilson reports to me that he has already refused admission to 194 students, and he is reserving rooms only for those who intend to spend the entire time (eight weeks). This makes up to date a total of 238 students refused admission this school year. Prior to this year we had refused admission to 1312 applicants. This means that since the school first opened its doors to students nearly six years ago, we have been forced to refuse admission to 1550 applicants, making an average of 258+ refused per year. This is a record we are justly proud of.

A legislative year is always a year of anxiety and concern to the management

of the school. This has been no exception to the rule. Since 1913 the dormitory capacity of our school has been increased almost exactly thirty-three and one-third percent, consequently, we expected an increase of our maintenance fund of thirty-three and one-third percent. We got only thirty-three and one-third percent of what we expected, i.e., five thousand. With an enlarged faculty, enlarged equipment and increased dormitory capacity - and each of these adds to the demands upon the maintenance fund - it will become very necessary that all of the maintenance fund be left for maintenance and that none of it be spent for permanent improvements.

In addition to the \$50,000.00 for maintenance, the last General Assembly appropriated \$15,697.12 to cover our indebtedness. One half of this amount is due in 1915 and one half in 1916.

One year ago I reported the condition of our hot water line and urged the Board to install a new line of pipe. The expense was too great for the Board to authorize a new line installed. This line of pipe gave away in March of this year and has been repaired by putting in new pipe at the points where it gave away. This pipe is in the earth without any form of covering. At present it is leaking.

On April 1 our Dining Room was partially destroyed by fire. The cause of this fire - defective construction - and the damage done has been reported to the Board at its meeting April 13, 1915. Settlement has been made in part by the insurance companies. The

adjustment with the companies was made without any trouble whatever. The total amount we are to receive on account of this fire is \$6645.95. It goes without saying that this amount will not replace everything lost as many items lost had materially depreciated and the new is worth more than the new.

The question of building a kitchen was taken up at your April meeting and left with the Executive Committee subject to Governor Farris' call. On account of his serious illness nothing has been done.

The work of the teachers and officers of this school has been eminently ^{the} satisfactory during the past year. The new critic teachers, Misses MacCarren, Schuster and Morris, working with Miss Mae Fadyen as principal of the Model School, have done a type of work that has made all of the town in favor of the Model School. I consider the school fortunate in having these as our first critic teachers in the new Model School.

The work of Miss Armstrong as teacher of Domestic Science, Miss Fehnestock as assistant in the department of Music, and Mr. Underwood as teacher of School Administration and Supervision, each has been entirely satisfactory.

By authority vested in me by the Board of Trustees at its meeting April 13, 1915, to employ an additional teacher to teach Pedagogy and History, at a salary not to exceed \$1,000.00, I have employed Miss Helen T. Strong.

I have assumed that it is your desire that I employ some one to take the work in Piano next year while

Miss Hill is on her year's leave of absence, and have, therefore, employed Miss Lula M. Sherman at a salary of \$900.00 a year. She holds a certificate from the Beahody Conservatory of Music.

Miss Mary Rankin, matron, herewith tenders her resignation. Her work has been entirely satisfactory. She thinks teaching is her real calling and feeling as she does I think her resignation should be accepted.

The work of Miss Orlie Moore as assistant to the Lady Principal has been very satisfactory. I can not say that I think our present dormitory system is the best, but the system that Governor Farris was anxious to use. It has worked this year.

I recommend that the present corps of teachers and officers be re-elected for another year with the exception of Miss Rankin whose resignation is before you.

Respectfully submitted
Robt. H. Wright.

June 8, 1915.

To Robt. H. Wright, President,
East Carolina Teachers Training School,
Dear Sir:

I beg to hand you herewith a complete list of the faculty for Summer Term 1915. I believe we have a strong faculty and are going to have a good summer session.

All the rooms in the dormitories had been assigned early in May and since that time 194 young women

have applied for admission.

Very truly yours,
C. W. Wilson

Director

Summer Term Faculty

H. E. Austin

Miss May Barnett

L. R. Meadows

Miss Helen J. Strong

Harvard C. Taylor

Miss Alice V. Wilson

Ruby Barnett (Miss)

Miss Martha Armstrong

A. W. Shanks

Miss May R. B. Muffly

R. H. Bachman

Miss Lula M. Sherman

H. B. Smith

Miss Kate W. Lewis

Miss Daisy Bailey Writt

Model School

Miss Miriam McFadyen

Miss Genevieve Schuster

Miss Mylitta M. Morris

Miss Annie M. McCowen

Mrs. Kate R. Beckwith

Miss Mittie Beaman

Miss Orley Moore

Miss Mary Rankin

Moved and seconded that the school's diploma be granted to the applicants as recommended in the President's report. Carried.

It was moved that the school's certificates be granted to the applicants recommended in the President's report. Carried.

Moved and seconded that the Board accept the resignation of Miss Mary Rankin, matron, with an expression of appreciation of the faithful and efficient service which she has rendered. Motion carried.

Moved and seconded that Pres. Wright be authorized and empowered to employ a matron to fill the vacancy caused by the resignation of Miss Rankin at a salary not

to exceed the salary now paid. Carried.

Moved that the President, and all officers and members of the faculty be re-elected.

Motion carried unanimously.

On motion the action of Pres. Wright in employing Miss Sula M. Sherman to supply one year in the music department in the absence of Miss Sida Hill at a salary of \$900⁰⁰ was approved and confirmed.

On motion the annual report of Pres. Wright was accepted as a whole.

Moved and seconded that the Secretary be authorized and requested to notify the class of 1915 that the Board of Trustees accepts with appreciation and thanks their gift of \$200⁰⁰ as a student loan fund.

Carried unanimously.

On motion the Secretary was authorized to convey to the "F" Class of 1915 the thanks of the Board for their gift of the picture, "A Reading from Homer."

Pres. Wright read to the Board the following letter from Insurance Commissioner J. R. Young:

June 1, 1915-

Pres. R. N. Wright,
Greenville, N.C.

Dear Sir:-

I have recently received some suggestions from a representative of an insurance company which would call for the following improvements at your plant.

1. It is suggested that in the culinary department that a large piece of iron or tin, with asbestos underneath be placed under the range, also that tin or asbestos be placed on the maincoating at the back of the range.

2. It is suggested in the laundry there should be inserted in the chimney, where the stove pipe enters from an ironing stove, a terra cotta thimble or collar, in order that the above pipe will fit properly.

3. In as much as electric irons are used in some of the buildings and particularly in the laundry, it will be well to call the particular attention to all parties using them to the danger, and require iron stands shall always be used, and the parties using them shall be required to always cut the current off when the use of same is stopped. It would not be a bad idea if a red pilot light was attached to the iron while in use, so as to always show when the current is on. It has been found of late electric irons are the cause of a great many fires. I am, with best wishes,

Very truly yours,

J. R. Young,

Insurance Commissioner.

In motion the letter was referred to Pres. Wright with authority to take such action as his judgment directs.

Pres. Wright read a communication from the National Bank of Greenville in regard to notes against the school now held by said Bank.

It was moved and seconded that the matter of the adjustment of the notes and the renewal of same if necessary at both banks - the National Bank and the Banking and Trust Company - be referred to the Chairman of the Board of Trustees and the President of the school with full power and authority to act for the Board of Trustees.

Motion carried unanimously.

It was moved that the Chairman of the Board, the President of the school and Mr. J. W. Nines constitute a committee to make recommendations to the Board tomorrow morning in regard to any increase in the salaries of any of the officers of the school or of the teaching force. Carried.

On motion the Board adjourned to meet tomorrow morning, June 9th, at nine o'clock.

J. Y. Joyner, Chairman
C. W. Wilson, Secretary

June 9, 1915.

The adjourned meeting was called to order at 10 A.M.

The Committee on Salaries appointed yesterday made the following report:

The your committee on salaries beg to report that we have carefully gone over the income of the school and the necessary current expenses and did not find any money available for the increase of salaries. It is the opinion of the Committee that the present income of the school is hardly sufficient to maintain the school with its present annual expenses.

Signed by the Committee

J. Y. Joyner, Chairman.

Robt. H. Knight

J. W. Nines

In the light of this report the Board deemed it unwise to increase any salaries at this time.

The Board adjourned.

J. Y. Joyner, Chairman

C. W. Wilson, Secretary.

1-7-16

Board Meeting

Jan. 7. 1916.

The Board was called to order by Chm. J. Y. Joyner with the following members present: J. Y. Joyner Chm., Y. T. Ormond, A. M^c Dowell, J. W. Hines.

On invitation of the Board Mr. J. D. Cox, Clerk of the Court came over to the school and administered the oath of office to the recently elected members of the Board of Trustees, viz. Mr. S. M. Prinson of New Bern and Mr. F. C. Harding of Greenville.

On motion the Board adopted the Busbee Plans for the planting of shrubbery &c but did not change the general planting plan.

On motion the Board went into the election of ^{a member of} the Executive Committee to fill the vacancy caused by the death of Gov. Jarvis. Mr. A. M^c Dowell nominated for this vacancy Mr. F. C. Harding of Greenville. Mr. Harding was unanimously elected a member of the Executive Committee to fill the vacancy.

President Wright read the following report and recommendations as to the Summer Term of 1915:

To the Board of Trustees of East Carolina Teachers Training School,
Greenville, N.C.

Gentlemen:

I have the honor to submit herewith the Report of C. W. Wilson, Director of the Summer Term of 1915. I take pleasure in calling your attention to the facts contained in this report. The enrollment of 394 students with a dormitory capacity of 240 shows how very much we need more room here for students.

The Model School was open for the first time during the Summer. The work in this school should be kept up each summer.

If we add the 112 children in the Model School to the 394 students in the Training School we see our Summer Term taught 506 people.

I recommend that the Report be adopted by you and spread upon your minutes.

Jan. 7. 1916.

Respectfully submitted,
Robt. H. Wright, Pres.

1-7-16

To Robt. H. Wright, Pres.

East Carolina Teachers Training School, Greenville N.C.

Dear Sir:

I have the honor to submit herewith my report of the 1915 Summer Term which opened June 15 and closed Aug. 7.

Very Truly yours,

C. W. Wilson Director.

Report of the 1915 Summer Term
To Robt. H. Wright, President.

Dear Sir:

Registration began Monday evening, June 14th and class work began on temporary schedule Tuesday afternoon. At the close of school Tuesday text-books were given out to the students. Thursday June 17 the permanent schedule was put on.

The students in attendance during the Summer Term took work in the following courses, viz:

- C¹ First Term of First Year Professional Course
- E² Second Term of One Year Course "A"
- F¹ First " " " " " " " " "B"
- F² Second " " " " " " " " "B"
- F³ Third " " " " " " " " "B"

Specials - a few students, not more than a half dozen, took special work which did not lead to credits on some one of the regular courses offered in the school catalogue.

Keeping in mind that the Summer Term is an integral part of the school year and that the chief concern of this school is good work in preference to great numbers the management of the Summer Term made an effort to keep the registration from running far in excess of the dormitory capacity which is 240 students. So many were applying for admission that we were forced to refuse admission to 207 students, and in spite of our efforts to the contrary the registration ran up to 394, from four states and fifty-one Counties in this state. A small number of these stayed only three or four weeks, but a large majority of the registration remained in school throughout the entire term of eight weeks and took the examinations for the school's credits.

1-7-16

It is especially gratifying to report that during this term eight young ladies have completed the work of a full One Year Course and and have been awarded the school's certificate in accordance with the action of the Board of Trustees. Five of the eight receiving the certificates have done all of the work of the One Year Course at three or more Summer Terms of this school.

Practically all of the Summer Term registration are rural school teachers.

Ninety-six students volunteered their services in the Moonlight Schools. The Faculty, the actual teaching force, was composed of 21 members, seven of these were men and fourteen were women. Thirteen are members of the regular Training School faculty. The work of the entire faculty was entirely satisfactory.

There were 112 children (not counted elsewhere) enrolled in the four rooms maintained in the Model School for six weeks during the Summer Term. The interest and work of the children were most satisfactory. A special schedule was arranged whereby all the faculty could take their classes to the Model School to observe the work of the critic teachers. This was very popular with the student-teachers and proved to be an invaluable feature of the work of the Summer Term.

No popular lectures nor special or short courses were offered. Five professional and semi-professional addresses were delivered by prominent men of the state.

Miss Minnie W. Leatherman, Secretary of the State Library Commission, spent two days with us instructing the students how to get the best results from the use of the typical Rural School Library, which was placed at her command.

Respectfully submitted,

C. W. Wilson Director.

It was moved and seconded that Pres. Wright's Report and recommendations, and Director C. W. Wilson's report on the Summer Term of 1915 be adopted. Motion carried.

On Pres. Wright's recommendation Mr. C. W. Wilson was unanimously elected Director of the 1916 Summer Term.

On motion the Board set aside a sum not to exceed \$5000.00 for the maintenance of the 1916 Summer Term.

Pres. Wright read to the Board the following communication:

1-7-16

Greenville N.C. Nov. 15, 1915

Pres. Robt. H. Wright,
Greenville, N.C.

My dear Mr. Wright:-

Please consider my request for leave of absence for the next school year (1916-1917) for study.

Very truly
May Barrett.

On motion the request of Miss Barrett for leave of absence for one year for study was granted.

Pres. Wright read the following communication:

Greenville N.C. Jan 6th 1916

Mr. Robt. H. Wright,
Pres. of Training School,
Greenville N.C.

My dear Mr. Wright:

Please accept my resignation as Critic Teacher in the Model School to take effect at the end of this school year.

Respectfully yours,
Genevieve M. Schuster.

Moved and seconded that the resignation of Miss Schuster be accepted.
Motion carried.

Pres. Wright then read the following communication:

Greenville N.C. Jan. 5, 1916

Mr. Robt. H. Wright,
President of Training School,
Greenville N.C.

My dear Mr. Wright:

Please accept my resignation as teacher of Pedagogy and History in the East Carolina Teachers Training School to take effect in June.

Yours very respectfully,
Helen T. Strong

Moved and seconded that the resignation of Miss Strong be accepted.
Motion carried.

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Moved that the report be received and the action of the Executive Committee endorsed. Motion carried.

Moved that the bid of \$200.00 of the Miller Mfg. Co for screening the kitchen and kitchen porch be accepted and President Wright is hereby authorized to have the work done. Carried.

It was moved and seconded that the salary of Miss Miriam Mac-
Gadyen^{Critic Teacher} who is absent on account of illness, be continued without change throughout the entire time of her absence less such amount as may be paid for a substitute to take her work.

Motion carried by majority vote.

By unanimous vote of the Board the Authorized Banks of the school are: The National Bank of Greenville, and
The Greenville Banking and Trust Co.

The Board adjourned

J. Y. Joyner Chm.
C. W. Wilson Secy.

6-6-16

Board Meeting

June 6, 1916.

The Board was called to order with the following members present: Y. T. Ormond, Chm. Executive Com. in chair in the absence of Dr. Joyner, J. O. Carr, F. C. Harding, A. M. Brinson, A. Mc Dowell, J. B. Leigh and J. W. Hines.

Minutes of last meeting were read and approved.

The Executive Committee reports verbally that it has no written report to make because it has had no business of importance to transact since last meeting of the Board.

Pres. Wright's Annual Report was called for and he read the report as follows:

June 6, 1916.

Seventh Annual Report of the President of the
East Carolina Teachers' Training School

Greenville N.C.

To the Board of Trustees:

Gentlemen:

Wednesday, June 7, marks the closing of the seventh year's work of this school. In 1911 we graduated 17 young women. In 1912 we graduated 19. In 1913 we graduated 30. In 1914 we graduated 37. In 1915 we graduated 45 in June, and one, Miss Eunice Albritton, at the close of the Summer Term, making 46 in all. This year we present 47 for graduation, and two others expect to graduate at the end of our Summer Term. This gives you an idea of the steady growth of our school.

The following young women have completed all of the work prescribed in our two years Professional Course and are unanimously recommended by our faculty for graduation from this school. I, therefore, present their names to you for your approval and ask that each be given her diploma:

Ausie Barnes

Naomi Dail

Amie Bishop

Jessie Davill

Gertrude Boney

Nellie Dumm

Ella Bonner

Lela Durham

Lola Brinson

Lucile O'Brien

Ruth Brown

Katherine Parker

Ava Craver

Fannie Lee Patrick

Marjorie Pratt	Martha Lancaster
Eva Pridgen	Sallie Lassiter
Julia Rankin	Janet Matthews
Mary Secrest	Ausie Morgan
Louise Anaw	Alma Spivry
Mary Smith	Louise Stalvey
Trilby Smith	Lida Taylor
Elizabeth Southland	Hattie Turner
Selma Edmondson	Ruby Vann
Ethel Everett	Bloomer Vaughan
Myra Fleming	Emmie Vause
Dinabel Floyd	Marguerite Wallace
Allen Gardner	Gladys Warren
Viola Gaskins	Katherine White
Alice Herring	Nelle White
Georgia Keen	Anna Whitehurst

Lalla Wynne

At the close of the Summer Term last year the following young women were given the school's certificate, showing that they have completed one of the One Year Courses:

Blanche Bonner, W. Ella Bonner, Meta Godwin, Mary Mabry, Maude Mooring, Lula Page, Lula D. Trott, Charity Worthington.

This year the following young women have completed our One Year Course B as outlined in our catalogue, and have been unanimously recommended by the faculty to receive the school's certificate, showing that they have completed this work. I recommend that they be given the school's certificate:

Blanche Bulluck, Annie M. Daughtridge, Ethel Eborn,
 Wessie Evans, Pearl Jennings, Clara Jones,
 Rena Jones, Valeria Jones, Olive Kittrell,
 Nora V. Lewis, Dixie Mattocks, Mamie Newman,
 Ruth Neville, Helen Paschal, Rebecca Pegula,
 Katie Powell, Ione Redict, Lillian Reeves,
 Velina Robinson, Mamie Sellars, Sadie Sellars,
 Lena Thomas, Kathleen Venters, Nora Willis,
 Connie Woodard, Myrtle Woods, Rosa Yapp,
 Irene Britz.

This year has been perhaps the most successful year in

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the history of our school. The enrollment is exactly the same as the enrollment for 1914-15. The capacity of our dormitories has been taken both years. It, perhaps, will be of interest to make a comparative enrollment of 1914-15 with that of 1915-16. The same is herewith given:

Comparative enrollment for 1914-15 and 1915-16		
First Year Academic	31	43
Second Year Academic	36	38
First Year Professional	104	87
Second Year Professional	49	51
One Year Course - B	75	76
Total	295	295

Sixty counties have been represented as follows:

Alamance, 1; Anson 1; Beaufort 10; Bertie 10; Bladen 2; Camden 3; Carteret 8; Caswell 4; Chatham, 1; Chowan 6; Columbus 2; Craven 4; Currituck 2; Cumberland 1; Dare 1; Davidson 1; Duplin 6; Durham 1; Edgecombe 19; Franklin 6; Forsyth 2; Granville 6; Greene 3; Gaston 1; Gates 1; Guilford 1; Halifax 6; Haywood 1; Hyde 4; Hertford 4; Hoke 2; Jones 2; Lenoir 10; Lee 2; Martin 9; Moore 1; McDowell 2; Northampton 7; Nash 8; Orange 2; Onslow 12; Pamlico 4; Pitt 46; Pasquotank 7; Perquimans 8; Person 3; Randolph 1; Robeson 10; Rowan 2; Sampson 3; Stokes 1; Union 2; Vance 5; Wayne 9; Warren 2; Wilson 4; Washington 2; Watauga 1; Wake 6; Yadkin 1.

Only two states have been represented this year, viz: North Carolina and Virginia, and only three students have been enrolled from Virginia.

In addition to the work here the school has taught 146 students in the four grades in the Model School, divided as follows:

Model School Enrollment for 1915-16			
Grade	Boys	Girls	Total
1	26	16	42
2	20	18	38
3	16	22	38
4	12	16	28
Total	74	72	146

During the Summer Term last year 394 students were enrolled in the regular courses in this school, and 112 children were taught in the Model School. This means that during the last twelve months this school has taught 947 persons: 689 in this school, and 258 in the Model School.

The prospects for the Summer Term this year are as bright as we have ever had. The capacity of the dormitories has been taken for over two months and a large number of students have already been refused admission to the Summer Term.

During the past school year the Executive Committee, acting on the authority vested in them by the Board of Trustees, have erected a new kitchen, throwing the old dining room and kitchen into the dining hall, and adding the kitchen to the south side of the building. This has increased the capacity of our dining room and has added greatly to the comfort of the student body. We now have one of the prettiest dining halls I have ever seen. For detailed report on this I refer you to the Report of the Executive Committee.

There are many things in the way of repairs and additions that need the attention of the Board, but as the coming

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year is our Legislative year, and as we are supposed to have our Report ready for distribution before the Legislature meets, I will not take up these matters until our next meeting.

The work of the teachers and officers of this school has been, with one exception, very satisfactory. The one exception is that of Miss Genevieve M. Schuster, and her resignation has already been accepted by you.

By authority vested in me by the Board of Trustees at its meeting January 7, 1916, I have employed Miss Annie Ray as teacher of Primary methods, in place of Miss May Barrett who has a year's leave of absence, for one year, at a salary of \$1,000⁰⁰. Miss Agnes S. Whiteside, as teacher of third grade in the Model School, in place of Miss Schuster, resigned, salary \$900⁰⁰, and Miss Nellie Maupin, in place of Miss Strong, resigned, salary \$1,000⁰⁰. I believe in these three women the school will have very satisfactory service.

Miss Lida Hill who has been on a year's leave of absence, returns to us this year. This necessitates the loss of Miss Lula M. Sherman who was with us but one year. Miss Sherman's work has been eminently satisfactory.

The work of Mrs. Nannie F. Peter, as matron, has been entirely satisfactory.

At a meeting of the Executive Committee October 12, 1915, Miss Sillian Carben was employed as teacher of Vocal music. It was agreed at this meeting, however, that the school should not continue to offer special lessons in voice. I

recommend that this action be approved by the Board.

Respectfully submitted,
 Robt. W. Wright, President."

It was moved and seconded that the report, together with the recommendations therein, be adopted. Carried unanimously.

President Wright presented to the Board as gifts from the Senior class of 1916 \$200⁰⁰ as a loan fund, and the frieze in the corridor of the Administration Building, and sixteen Sambardy Coplars which are planted in north east corner of school grounds, whereupon the following resolution was presented by J. O. Carr:

Resolved that the Board of Trustees accept with thanks and profound gratitude the gift of \$200⁰⁰ by the Senior class of 1916 for a loan fund for worthy, ambitious and deserving girls; and for the handsome plaster frieze presented to the school and placed in the hall of the Administration Building, and also for the sixteen Sambardy Coplars planted on the campus. We appreciate deeply the patriotism and self-sacrifice displayed by the members of this class and accept these gifts as a token of their loyalty and fidelity to the institution.

The resolution was unanimously adopted.

President Wright recommended that C. W. Wilson be elected Director of the Summer Term of 1917. On motion and second Mrs. Wilson was unanimously elected Director of the 1917 Summer Term.

Moved and seconded that \$5000⁰⁰ be appropriated for the 1917 Summer Term with authority to the Executive Committee to increase the amount to \$6000⁰⁰ if

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motion carried.

Resolved that the Summer Term Faculty be and are hereby authorized to award, at the close of the Summer Term, the school's diplomas and certificates to any and all such students as shall have satisfactorily completed the courses of study as adopted by the Board.

Adopted by unanimous vote.

Moved and seconded that the regular meeting of the Board for making up its Biennial Report to the Governor shall be on Tuesday after the first Monday in December until changed by the Board.
motion carried.

Moved and seconded that the Secretary of the Executive Committee and the Secretary of the Board of Trustees be and are hereby authorized to sign, for the Board of Trustees, the proposition of the Board of Aldermen of the town of Greenville to pave Fifth Street.
motion carried unanimously.

Moved and seconded that the Secretary of the Executive Committee and the Secretary of the Board of Trustees execute the necessary contracts or enter into the necessary agreements for the laying of the necessary concrete walks on the school grounds not to exceed 1200 square yards of standard specifications at a price not to exceed \$1.⁰⁰ per square yard.
motion unanimously carried.

The following agreement was entered into as directed:

North Carolina
Pitt County

This agreement made and

entered into this the 22nd day of June, 1916, by the East Carolina Teachers Training School, of the first part and the Raleigh Concrete Construction Company, of the second part, both of the State of North Carolina.

Witnesseth, that in consideration of the premises hereinafter recited, the party of the second part agrees to construct and lay concrete sidewalks on the grounds of the party of the first part, along such walk ways as the party of the first part may direct, - the base of said cement sidewalks to be of crushed rock and three inches thick, of 1, 3, 6 concrete and the top to be one inch thick, of one part cement and two parts sand and to be constructed in the best workmanlike manner. The party of the first part agrees to pay for said sidewalks, one dollar (\$1.00) per square yard. It is expressly understood and agreed that the same is to be paid for by an appropriation of the State of North Carolina and that the East Carolina Teachers Training School is not to be held liable for this contract, it being agreed by the party of the second part, that the party of the first part is not to be liable for the said one dollar per square yard but, the party of the second part stipulates and agrees that said party of the second part is to look only to the State of North Carolina to pay the same by an appropriation for that purpose.

It is further stipulated and agreed that when the work is finished a note for the amount due is to be executed by the party of the first part to the party of

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the second part with the above provisions
for payment stated in the face of said note.

This the 22nd day of June, 1916.

Signed by

F. C. Harding and
C. W. Wilson

It was moved and seconded that a committee consisting of Mr. Hines, Mr. Brinson and Mr. Carr be named to go over the question of salaries with Pres. Wright and report back to the Board in the afternoon at three o'clock. Motion carried.

The Board ^{took Recess} adjourned until three o'clock ~~at~~ ^{in the} afternoon.

Three o'clock p. m.

The Board was called to order after the recess.

The Committee on Salaries report as follows:

We your committee recommend that the following salaries be increased as indicated:

Miss Lida Hill, Music	increase of \$60.00
" Arley Moore, Asst. to Lady Prin.	" " 45.00
" Ole S. Ross, Custodian of Records	" " 60.00
" Emma R. Jones, Secy. to Pres.	" " 60.00
" Mittie R. Beaman, Infirmary Attendant	" " 60.00
Mrs. K. R. Deekwith, Lady Principal	" " 40.00
Miss Miriam Mac Fadyen, Critic Teacher	" " 60.00
" Hollie J. Davis, History	" " 60.00
" Maria D. Graham, Mathematics	" " 60.00
J. D. Spilman, Bursar	" " 240.00
O. C. Holmes, Engineer	" " 120.00
Mrs. F. A. Heskins, Laundry	" " 30.00

This report was adopted by unanimous vote.

On recommendation of Pres. Wright the present officers and teachers were re-elected at the salary now paid to each except as provided for in the committee report above which increases are approved.

Unanimously carried.

By unanimous vote the Board express a sincere appreciation of the interest and work of the Literary Societies in beautifying and planting shrubs and plants on the school grounds.

The Alumnae Association tendered to the Board the sum of \$270.00 as a nucleus for a Gymnasium fund with the hope that this amount might be supplemented sufficiently to build a swimming pool at the earliest date possible. The gift of the Association was accepted with a vote of thanks expressing the Board's appreciation.

The Board adjourned.

Y. T. Oremund Chm.
C. W. Wilson Secy.

12-5-16

Board Meeting
Dec. 5, 1916

The Board was called to order by the Chairman, J. Y. Joyner, with the following members present: J. Y. Joyner, Chas. M. S. Ormond, J. R. Bamerman, S. M. Brinson, F. C. Harding.

Minutes of last meeting read and approved.

The Chairman called for the report of President Wright which was read as follows:

Administration Building,
East Carolina Teachers Training School,
Greenville N.C. Dec. 5th 1916

To the Board of Trustees:

Gentlemen:- Since the school first opened its doors for students, Oct. 5th 1909, we have had a net enrollment of -

	Regular School year	Summer	Total	names counted twice	net enrollment
1909-1910	174	330	504	42	462
1910-1911	227	300	527	29	498
1911-1912	235	359	594	26	568
1912-1913	252	322	574	20	554
1913-1914	251	328	579	19	560
1914-1915	295	394	689	16	673
1915-1916	295	398	691	20	671
Fall Term 1916	296	---	296	---	296
Total	2,025	---	4,454	---	4,282

From the above table it is seen that the total number of students enrolled since the school first began is 4,454. Not counting any students name twice in twelve months, the total net enrollment is 4,282.

For lack of room in the dormitories, we have been forced to refuse admission to 1,817 students. Our dormitory capacity is 240. This means that we have refused more than enough since the school first began to fill the dormitories seven times, and the school is just beginning its eighth year.

The health conditions in this school have been entirely satisfactory. We are now in our eighth year, and we have never had a death nor an epidemic.

From the beginning we have held the school entirely to the purpose for which it was established, viz., to train teachers for the schools of

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North Carolina. If a student agrees to teach for two years, there is no charge for tuition. At present we have only five students who are paying tuition. This means that practically all the students in this school have signed the agreement to teach when they leave us.

A glance at the Courses of Study outlined in our catalogue will show that we are offering only those subjects that will help to make efficient teachers. We are trying to meet the needs of the rural school as well as the needs of the graded school. The country school for a long time has been the neglected school in our State. In our One-Year Courses, and summer work, we find a large number of country teachers taking instruction and many others who are preparing themselves to teach country schools. But this does not mean that the graduates of this school are not going into the country schools. Over 75 per cent of our graduates are teaching country children. Of the 4,282 students who have attended this school, almost all of them, except the present student body, are teaching in the public schools of our State.

The motto of our school is "To Serve". That the spirit of service has found lodgment in the hearts of the student body is clearly exemplified by the donations they have left us from time to time. These came to us without solicitation; in fact, I was in total ignorance of the purpose of the students in each case until after the movement was well under way.

Students Loan Fund

Class of 1911	\$112.50
" " 1912	200.00
Summer Term of 1912	45.00
Class of 1913	300.00
Class of 1914	210.00
Summer Term of 1913	17.00
Summer Term of 1914	21.00
Class of 1915	210.00
Class of 1916	205.00
Interest	52.40
Total	\$ 1372.90

For books in the library by the Summer Term 1911, \$52.50.

The Student Loan Fund has been the instrument of helping 24 students.

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The Pitt County Federation of Women's Clubs has raised sufficient funds to help two students in school during the past school year, and they are helping four students in school this year.

The Sallie Southall Cotton Loan Fund of the North Carolina Federation of Women's Clubs has been the instrument of helping in school two students a year since it was established, something over three years ago.

The Masons of the Fifth Masonic District have raised sufficient funds to keep two students in school during this school year. It is their purpose to increase this fund until it will amount to \$1000.00

The Edgar Allen Poe and Sidney Lanier Literary Societies have undertaken to plant the shrubs, etc., on the grounds, following the plans adopted by the Board of Trustees. They have already planted most of the shrubs, having put out over a thousand plants this fall. The graduating classes, in addition to the money they have left, have planted trees on the grounds or planted shrubs and flowering plants on the plots, thus beautifying the grounds. The class of 1916 also presented the school with a part of the frieze from the Parthenon.

On April 1, 1915 the roof of our dining-room was destroyed by fire. The school lost just one week. During the summer following, you erected a modern kitchen, throwing all the original building into a dining hall, and protecting this from the kitchen by a fire wall. In this way the congestion of our dining room has been removed, the danger of fire reduced to the minimum, and the comfort of the student body during the summer greatly increased. This was an urgent need of the school, and these improvements have helped greatly; but there is a debt of \$2,500.00 caused by this improvement.

A constantly increasing demand upon us from the State for trained teachers makes it imperative that we take some steps to meet these demands. The following things need your attention, and in my judgment are urgent:

Repairs

1. In many places the buildings need attention, as an inspection of the buildings will clearly show. All the radiators should be regilded. In each bath room ⁽²⁾ two of the tubs should be removed and four shower baths installed. This will be an

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economy in water and also be much more sanitary

2. The hot-water line from the power house to the several bath-rooms is liable to go to pieces at any time, and by all means should be taken up and relaid. This has been reported to you before. The estimated cost to do this is \$3000.00.

3. A system of drinking fountains should be installed; in fact, you have already purchased a pump for this purpose, but we have never had the funds to install the system.

4. The parlors are not properly furnished. The furniture that was purchased seven years ago has given out and the students are not supplied with sufficient furniture to accommodate their guests when they have visitors.

Additions.

1. The Model School. The Model School should be purchased from the town of Greenville, as per the contract you hold with the Trustees of the Graded Schools of Greenville, and four rooms added to this building, as per your original plans. This is a most imperative need of the school. Already the demand upon us from the State is so great for principals of two- and three-teacher country schools that we cannot longer disregard that demand. In fact, unless we meet this demand the best interests of the public school system of the State will suffer. As it now is, we are not equipped to give our students any training or observation above the fourth grade. I cannot urge you too strongly to purchase this school and add these four rooms.

2. Gymnasium. The need of a gymnasium has been felt so strongly by the students who have graduated from this institution that the Alumnae Association is attempting to raise sufficient funds to start work on this building. The care of the physical side of our student body has not been provided for except those who are sick. The recreational side of teaching is of necessity in part neglected by us because of a lack of proper equipment. A gymnasium is imperatively needed.

3. East Dormitory. You should add a wing to the east end of the East Dormitory, and take the teachers out of the dormitory, giving the rooms they now occupy to students. This would enable us to take eighty students more than we can now take.

4. Library. There is no provision for the literary societies, nor for the

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Young Women's Christian Association. You should erect a library building making it sufficiently large to accommodate a school of five hundred students as a library, and have in this building the necessary accommodations for a Y.W.C.A. and two literary societies. The building could be so constructed that ultimately it would be used exclusively for library purposes, after the school gets sufficiently large to justify you in erecting a building for the literary societies and the Y.W.C.A.

5. Wing to Administration Building. There should be erected a wing to the Administration Building similar to the one on the east side. This would increase our classroom capacity sufficiently large to take care of the increased enrollment, in case you build the wing to the dormitory.

6. Paving. The concrete sidewalks have added greatly to the comfort and convenience of the student body, and in the course of a few years will prove to be an economy, as the expense of keeping up the board walks was constantly growing greater and greater; but the grounds can never be beautified and kept in order unless we have at least the curb and drain laid to the driveways. This means that it will be an economy for the Board to pave the driveways, at least those driveways in front of the buildings.

7. Screens. The second story of the dormitories should be screened. At present we have screens over all openings on the first floor of each of these dormitories. To screen the second story of these buildings would make the living rooms of the students fly-proof and mosquito-proof. The Domestic Science laboratory also should be screened.

8. Books for the Library. The following appropriations have been made for our Library:

March 1911	\$505.00
June 1911	500.00
June 1913	611.29
Total	\$1611.29

We now have 1,920 volumes. This does not supply us with the necessary reference books. There should be an appropriation of not less than \$1000.00 a year for reference books, periodicals, etc., for the Library. This appropriation is necessary under the present conditions.

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An appropriation should be made sufficiently large to cover all of these repairs and additions. For the maintenance of the school it is necessary that our annual appropriation be at least \$60,000.00. Any thing less will seriously handicap the school and materially retard its progress.

Respectfully submitted,

Robt. H. Wright, President.

The Chair then called for the report of the Treasurer which was read as follows:

Administration Building,

East Carolina Teachers Training School.

Receipts and Disbursements for Two School Years, Sept. 1, 1914 to August 31, 1916.

Receipts

State appropriation for maintenance	\$ 98,750.00
State appropriation for debts and permanent improvements	9,348.56
Borrowed Money - temporary loan	4,000.00
Borrowed money for new kitchen	2,500.00
Fire insurance on dining-room	6,645.95
Students, for school expenses	81,156.45
Stationery sales to students	1,522.22
Text-book sales to students	178.13
Miscellaneous receipts	577.74
Total receipts for two years	\$ 204,679.05
Balance on hand beginning of period, Sept. 1, 1914	812.58
Deficit at close of period Aug. 31, 1916	1007.70
Total	\$ 206,500.33

Disbursements

Advertising and publications	3,263.25
Building additions	6,750.92
Building repairs	476.75
Commencement expenses	663.65
Classroom supplies	182.42
Dining-room fire damage	6,602.68
Dining-room expenses	26,757.55
Dormitory expenses	230.74

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Domestic science expense	487.11
Equipment	2,984.14
Farm and garden	480.83
Grounds and walks	1,095.52
General repair shop	76.13
Ice plant expense	178.45
Insurance	347.95
Interest and discount	1,425.66
Infirmary expense	464.27
Janitors supplies	824.01
Laundry expense	1,006.75
Library	387.14
Lectures	470.74
Music department expense	212.36
Notes payable - temporary loan	4,000.00
Notes payable - special appropriation	9,348.56
Office expense	324.27
President's residence expense	391.75
Plumbing repairs	117.37
Printing, postage and stationery	1,411.45
Power plant, coal	11,256.32
Power plant, repairs	1,005.69
Power plant, supplies	866.76
Pay-rolls	22,285.59
Power plant, coal bin extension	397.50
Refunds to students	1,282.03
Stationery to sell to students	1,501.57
Salaries	79,722.50
Stable expense	552.66
Science Department supplies	141.21
Text-books - rental stock	1,521.39
Telephone and telegraph	406.86
Tools and implements repairs	79.40
Traveling expenses	1,287.48
Trustee's expense	322.84
Water and light	1,796.11
Total	\$ 206,500.23
Supplies on hand Aug. 31, 1916, as per inventories	5,833.99

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Notes payable	\$ 11,151.44
Accounts payable	514.00
Book value land and buildings	217,973.74
Book value equipment	42,008.26

Condensed Statement Sept. 1, 1916, to Nov. 30, 1916.

Receipts

State appropriation for maintenance	\$ 12,500.00
State appropriation for debts and permanent improvements	9,348.56
Students	12,620.88
Other sources	363.10
Total	\$ 34,832.54

Disbursements

Overdraft of Aug. 31, 1916	\$ 1,007.70
Notes payable - special appropriation	8,651.44
All other purposes	23,722.87
Balance on hand Nov. 30, 1916	1,450.53
	\$ 34,832.54

Note outstanding Nov. 30, 1916 Greenville Banking and Trust Company \$ 2,500.00

Respectfully submitted,

J. D. Spilman, Treasurer

Report of the Executive Committee

The Executive Committee reported that they had carefully gone over the plant and they recommended the following as the urgent demands of the institution for enlargement at this time, and further recommended that the Board ask the General Assembly for sufficient appropriation for enlargement to make the additions specified:

Debt on new Kitchen	2,500.00
Paving (approximate)	3,000.00
Repair on Hot Water Line	3,000.00
General repairs	2,500.00
Model School	20,000.00

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Wing to East Dormitory	\$20,000.00
Gymnasium	40,000.00
Library	20,000.00
Total	\$111,000.00

The Executive Committee recommended also that the Board ask for the sum of \$60,000.00 per annum for maintenance.

It was moved and seconded that the Board approve the recommendations of the Executive Committee with reference to the enlargement of the plant and maintenance. Unanimously carried.

The report of the Director of the 1916 Summer Term was read by President Wright and adopted by unanimous vote of the Board.

Report of 1916 Summer Term
To Robt. H. Wright, President,
Dear Sir:

Registration began Monday night, June 12, and regular class work began Tuesday afternoon. Text-books were given out as the students registered. The permanent schedule was put on Thursday morning, June 15.

The students of the Summer Term took work in the following courses:

C¹ = First Term of First Year Professional

C² = Second Term of First Year Professional

F¹ = First Term of One Year Course B

F² = Second Term of One Year Course B

F³ = Third Term of One Year Course B

Specials: A small number took special work. This includes a few of our former students who came during the summer to make up some back work.

Five professional and semi-professional lectures were delivered before

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the student body during the term.

Three hundred and ninety eight (398) students from 52 counties and 3 states were registered for the Summer Term. Two hundred and twenty eight (228) of these remained throughout the entire term and took the examinations for school credits.

Miss Jessamine Dixon Ashley and Miss Sophia Beckwith Mann completed the work of our regular Professional Course and were awarded the school's diploma in accordance with the action of the Board of Trustees.

The following students completed the work of our One Year Course B and by vote of the faculty the school's certificate was granted them.

Miss Annie Mae Bazemore

Miss Zenobia Harris

Miss Lillie Fleming

Miss Sallie Hooks

Miss Pattie Lou Smith

Miss Christine Tyson

Miss Signie Welch

Examinations for the State Five Year Certificate and the State High School Certificate were held at the close of the Summer Term, Aug. 3 and 4. The examinations for County Certificate were held on same dates. The questions used for the County Examinations were sent out by the State Board of Examiners and the examination papers were sent to the County Superintendent.

The faculty of the Summer Term was composed of twenty (20) members - five men and fifteen women - nine of these were members of the regular Training School faculty. The work of the faculty was entirely satisfactory.

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There were one hundred and eighteen (118) children (not counted elsewhere) enrolled in the four rooms maintained in the Model School for six weeks during the Summer Term. The work of the children was satisfactory from our view-point. The observation work in the Model School was very popular with our student-teachers because it gave them just what they were looking for in actual class room practice.

Every phase of the work of the Summer Term in both this school and the Model School and of Faculty and Students, was of a very high order and most gratifying.

It was moved and seconded that the President of the school be authorized and empowered to secure some practical artist to work out with him a general scheme for interior decoration and ornamentation of the Administration Building. Carried unanimously.

Resolution in regard to Boiler Insurance & Inspection.

Whereas it has been called to the attention of the Board of Trustees that the Boilers of the power plant of the institution have not been inspected since _____ and that there is at present no insurance on them, and whereas under the law this Board has no authority to provide for the insurance and inspection of the Boilers, that authority being vested in the State Insurance Department, Therefore be it resolved that we urgently request the Insurance Commissioner to attend to these matters at once for the protection of the property and for the safety of the institution, students, and employees.

It was moved and seconded that this resolution be adopted and a copy of same sent to the Insurance Commissioner by the President of the school.

Unanimously adopted.

Moved that the resident member of the Executive Committee and the President of the school be and are hereby given authority to act in regard to the employment and wages of help in and about the school buildings, grounds &c. Motion carried

12-5-16 Moved that the President acting with the Executive Committee be and are hereby authorized and empowered, to fill any vacancies in the Faculty that may occur by resignation or otherwise. Motion carried.

Moved and seconded that the salary of S. P. Underwood be increased \$100⁰⁰, making his salary \$600⁰⁰ per year, this increase to date from July, 1, 1916. Unanimously carried.

The Board adjourned.

J. Y. Joyner Chm.

C. W. Wilson Secy.

Following is a copy of the Fifth Biennial Report of the Board of Trustees to the Governor. This report was written by Dr. J. Y. Joyner, Chm. and Robt. H. Wright, President, after the Board adjourned.

Fifth Biennial Report of the

Board of Trustees of the East Carolina Teachers Training School

Administration Building

East Carolina Teachers Training School

Greenville N.C. Dec. 5, 1916

To His Excellency, Locke Craig, Governor.

The Trustees of the East Carolina Teachers Training School beg leave, to submit their fifth biennial report, covering the operations of the school from December 1, 1914, to December 1, 1916. We beg, first, to call careful attention to the President's report, and to the Treasurer's statement.

The facts revealed in the President's report demonstrate clearly that this school is constantly growing in the favor and the confidence of the people. The increasing patronage and the ever increasing number of applications for admission emphasize the urgent need for increased capacity for the accommodation of eager and ambitious young women in whose faces the door of opportunity for increased efficiency for better service to thousands of children in the elementary public schools by better training in this institution for such service must be closed

12-5-16

every year for lack of room and of a few paltry dollars to provide it.

During the seven years of its existence this school has enrolled 4,282 students and has been compelled to turn away, for lack of accommodation, 1,817 students. How many more have been deterred from even applying because of the advertised fact that the institution was already filled to its utmost capacity, it is impossible to estimate. It has been the constant purpose of the faculty and of the Trustees to hold the school unwaveringly to the fundamental aim and purpose for which it was established: the training of teachers for the elementary schools of North Carolina.

In consideration of the useful service that the school has rendered and of the constantly growing demand for increased service, which is impossible without increased capacity for such service, the Board of Trustees appeal with confidence to the General Assembly, representing the people from whom are annually coming these urgent demands for increased accommodations and equality of opportunity for their daughters, to supply the means for increasing the capacity and service of the school, as honestly set forth in the subjoined recommendations of the Trustees and the President of the institution. These recommendations and estimates have been carefully prepared after a thorough examination of the work and needs of the school, and a careful scrutiny and investigation by the Executive Committee.

The Board has endeavored to keep constantly in mind the many demands upon the State for needful appropriations for many other purposes, and has sought to limit the recommendations to the present pressing needs. Unless

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these are supplied the future growth and expansion of the school will be impossible, and present demands cannot be met. When the state is progressing so rapidly along all lines, we feel sure that the progressive representatives of a progressive state in this General Assembly will provide the reasonable necessities for this useful school to keep step with the universal progress in this time of unusual prosperity.

The Pressing Needs of the School.

Believing, after the most careful examination, that the following are urgent needs for the growth and development of the school, and for meeting, in part at least, the immediate demands of the people upon it, we beg to recommend the appropriations, carefully and economically estimated for meeting them.

1. Indebtedness. The General Assembly of 1915 made an appropriation of \$18,000 to meet the indebtedness incurred for the erection and furnishing of buildings. This, as will appear from the Treasurer's statement, was strictly applied to the purposes for which it was appropriated, liquidating in full all of the debts.

On April 1, 1915, as will appear from the report of the President, the roof of the dining room was destroyed by fire. It seemed advisable and economical that the opportunity should be used to relieve the congestion of the dining room and reduce the danger of fire by carrying out the original plan of throwing all of the original building into a dining hall and adding a modern kitchen with a fire wall between it and the dining room. The additional cost of this was \$2,500 over and above the amount received from insurance. The increase of 150 students in the capacity of the dining room, the increased comfort

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and beauty, and the added protection from fire in the future, more than compensate for this indebtedness.

2. Paving. The town of Greenville has put down a large quantity of concrete sidewalks. Among other streets decided upon is the street running in front of the Training School property. The paving of this sidewalk has increased the indebtedness that the institution is not able to meet from its maintenance fund. On the school grounds the walks from the street to the buildings, and from building to building, were made of boards. These boards were not only very unsightly, but were a constant source of expense for repairs. It was deemed advisable to have these walks laid. There is an indebtedness of \$2,335.45 for this concrete work.

3. Hot-Water Line. The main line of pipe conducting hot water from the heater in the power plant to the bathrooms and other places in the several buildings where hot water is used is in very bad condition. It is causing considerable expense to keep it up, also making it necessary constantly to dig up the grounds. This matter was called to the attention of the General Assembly of 1915, and they were urgently requested to make the appropriation necessary properly to install this line of pipe. It will cost \$3,000, and by all means should be provided for.

4. Repairs. The buildings have been in use now for over seven years, and during this time have been of little expense to the State for repairs. It is now necessary to give attention to these buildings. Also to replace some of the furniture. Some of these repairs must be made within

12-5-16

The next six months and some of the furniture, by all means, should be purchased at once, as the students do not have sufficient furniture in their parlors to receive guests, even though the guests come in small numbers. We have gone over this item carefully and have made the most conservative estimate we can of the urgent needs, and the estimate is \$2,500.

5. Model School. In an institution like this a school building with classes for observation and practice teaching is an imperative necessity. The Model School, now in use, was erected on our property by the town of Greenville. We promised at that time to pay for the cost of erecting the building as soon as possible. This Model School at present has but four rooms, which means that the students cannot observe work above the fourth grade, neither can they do practice teaching in work above the fourth grade. The graduating classes, now are so large that they cannot do their observation work as it should be done in four rooms. It is, therefore, necessary for us to provide at least four more rooms. This can be done by paying for the Model School building now in use and adding a second story, thus completing the original plan of this building. The cost of this will be \$20,000.

6. Addition to East Dormitory. The President's report shows that during the regular school years of 1914-15, 1915-16, and the fall term of 1916-17, the enrollment is practically the same. This is true, because the dormitories have been absolutely full since the additions made out of the appropriation from the General Assembly of 1913. The school has refused admission to 1,817 students. It is, therefore,

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urgently requested that you make an appropriation sufficient to add the wing to the East Dormitory. This will increase the capacity of the school by 80 students. The cost of the building and furniture is estimated at \$20,000.

7. Gymnasium. A school that trains teachers should, of all institutions, give the student body healthful exercise. It also should give to its students a knowledge of the plays and games they should teach in the public schools. This cannot be done without a gymnasium. The students who have attended the school are so conscious of the necessity for a building of this kind that the Alumni Association is doing all it can to raise funds for the erection of such a building. This will take a long time, however, as the building should cost at least \$40,000. We, therefore, request that this appropriation be made.

8. Library. The school does not have a library. A room in the Administration Building is being used for the library. This is totally inadequate. One thousand, nine hundred and twenty volumes completely fill all of the available shelf space, and the room is entirely too small for the present student body. A library should be erected as soon as possible, and our estimate of the cost is \$20,000.

The aggregate of the appropriation recommended and urgently requested for meeting the pressing needs of East Carolina Teachers Training School for indebtedness, repairs, and additions, buildings and equipment, is \$111,000. The Board of Trustees, mindful of the

12-5-16

many demands upon your honorable body for appropriations, have sought to be as conservative and economical as possible in these recommendations and requests.

Maintenance.

The present annual appropriation for maintenance is \$50,000. After careful investigation, the Board is convinced that it will be impossible to maintain the present high standard of work in this school, to retain the high class of teachers needed for such work, and to provide for the increased patronage so urgently demanded without an increase of at least \$10,000 in the annual appropriation for maintenance. Therefore, an annual appropriation of \$60,000 is absolutely and urgently recommended.

Respectfully submitted for the Board of Trustees.

J. Y. Foy new
Chairman, Board of Trustees.

2-9-17

On Feb. 9, 1917 the Executive Committee met and decided to make the following supplementary report.

To the Committee on Appropriations

Of the General Assembly of North Carolina:

The Board of Trustees of the East Carolina Teachers Training School beg to submit the following supplementary report for the following reasons:

Their biennial report for the years 1914-16 heretofore submitted and printed, was based upon the assumption that the appropriations for maintenance and improvements would be made by this General Assembly for a period of only two years. The Trustees, therefore, estimated as economically as possible, the cost of only such absolute necessities in buildings, equipment and for maintenance as would be demanded for the next two years, without taking into consideration the future beyond that period. Having learned that the General Assembly of 1917 may seriously consider - and wisely, we think - a plan for the enlargement and proper equipment of state institutions for a period of not less than five years, we beg to submit, in justice to the institution that we represent, the following estimate of the equipment needed for completing the plant of the East Carolina Teachers Training School for the accommodation of the number of students for whom we shall be compelled to provide within the next five years. We respectfully request and urge that provision be made in any plan that may be adopted by the General Assembly for a period of not less than five years, for these additional urgent needs of the institution that is placed by

2-9-17

the State and your honorable body under our direction.

Additional Permanent Improvements needed for the Adequate Equipment of the East Carolina Teachers Training School for a period of not less than Five Years.

1. One additional dormitory for the accommodation of 180 students. Estimated cost of building and equipment \$60,000.00.

2. Extension of the Administration Building, giving additional class rooms and equipment. Estimated cost \$50,000.00.

3. Dairy, including additional land and equipment \$19,000.00

4. Additional pavements for driveway and grounds \$5,000.00.

With this additional appropriation of \$134,000.00 and the appropriation of \$111,000.00 heretofore asked in our regular report, making a total of \$245,000.00, the plant of this institution can be completed and adequately equipped for the accommodation of 540 students. We believe this plant and equipment will meet the reasonable demands for patronage for a period of five years. This will complete the plant as contemplated by the Board.

By order of the Executive Committee.

Respectfully submitted,

J. Y. Joyner

Chairman Board of Trustees.

Feb. 9, 1917.

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June 5, 1917

The Board of Trustees was called to order with the following members present: J. Y. Joyner, Chm., Z. J. Demand, J. R. Baumeister, G. M. Brinson, F. C. Harding, R. B. White; A. Mc Donnell came in the afternoon.

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minutes of last meeting were read and approved. The chair called for the report of President.

June 5, 1917

Eighth Annual Report of the President
of the
East Carolina Teachers Training School
Greenville, N.C.

To the Board of Trustees:

Gentlemen:

Wednesday, June 6, marks the closing of the eighth year's work of this school. In 1911 we graduated seventeen young women. In 1912 we graduated nineteen. In 1913 we graduated thirty. In 1914 we graduated thirty-seven. In 1915 we graduated forty-five in June, and one, Miss Eunice Albritton, at the close of the Summer Term, making forty six in all. In 1916 we graduated forty-seven in June, and two - Misses Jessamine D. Ashley and Sophia B. Mann - in August. This year we present forty-eight for graduation, and three others expect to graduate at the end of our Summer Term. This gives you an idea of the steady growth of our school.

The following young women have completed all of the work prescribed in our two years Professional Course and are unanimously recommended by our faculty for graduation from this school. I, therefore, present their names to you for your approval and ask that each be given her diploma:

Agnes Absher
Effie Baughman
Jessie Bishop
Wita Bond

Myrtle Brendle
Nannie Mac Brown

Sonetta Fayner
Viola Kilpatrick
Myrtle Lamb

Ruth Sander
Fennie Mc John
Esther McNeill

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Sucile Bulluck,	Elizabeth Mercer
Ala Caravan	Aphelia O'Brian
Vivian Case	Martha O'Neal
Bessie Cason	Ethel Cenny
Amelia Clark	Blauche Satterthwaite
Alania Cox	May Sanger
Mary Cornell	Virginia Sledge
Ada Credle	Fannie See Speid
Hannah Cuthrell	Ruth Spivey
Sou Ellen Dupree	Siggie Stewart
Julia Elliott	Virginia Luther
Sallie Frauch	Fennie Taylor
Heben Gardner	Agnes Thompson
Fannie Grant	Leona Tucker
Musa Harris	Sue Walston
Flora Hutchins	Sillie Mae Whitehead
Christine Johnson	Mary Wosten
Hallie Jones	Vermelle Worthington

The three to graduate in the
Summer Term:

Elizabeth Baker
Eudice Hassen (did not graduate)
Enla Sappendick

At the close of the Summer Term last year the following young women were given the school's certificate, showing that they have completed one of the One Year Courses:

Aunie Mae Bazemore	Sallie Hooks
Genobia Harris	Pattie Lou Smith
Lillie Herring	Christine Tyson
Siggie Welch	

This year the following young women have completed our One Year Course-B as outlined in our catalog, and have been unanimously recommended by the faculty to receive the school's certificate, showing that they have completed this work. I recommend that each be given the school's certificate:

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Monkey Batchelor	Hallie Maude Marston
Luina May Clapp	Mary Belle Maxwell
Aunie Elizabeth Clark	Viola Bate
Lucile May Clements	Temple Towns Patterson
Sallie Josephine Daniels	Myrtle Fay Binkham
Kate Darden	Bessie Jessams
Maggie Louise Farless	Daisy See Smith
Georgia Estell Jones	Elma Southerland
Settie See Leonard	Dulcie Tharrington
Martha Eleanor Uzzell	

This has been a most successful year. The enrollment is 306. The capacity of our dormitories has been taken, and many have had to live in town. It, perhaps, will be of interest to make a comparative enrollment of 1915-16 with that of 1916-17. The same is herewith given:

Comparative enrollment for	1915-16	and	1916-17
First Year Academic	43		40
Second Year Academic	38		71
First Year Professional	87		106
Second Year Professional	51		53
One Year Course - B	76		36
	295		306

Fifty-seven counties have been represented as follows: Alamance 2, Anson 2, Beaufort 12, Bertie 11, Camden 2, Carteret 1, Caswell 3, Catawba 1, Chatham 1, Chowan 4, Columbus 1, Craven 3, Cumberland 5, Currituck 1, Dare 1, Duplin 2, Durham 3, Edgecombe 17, Franklin 11, Gaston 1, Gates 1, Granville 2, Greene 4, Guilford 1, Halifax 2, Haywood 1, Hertford 4, Hyde 6, Iredell 1, Johnston 3, Lenoir 8, Macon 1, Martin 3, Mecklenburg 2, Nash 12, New Hanover 1, Northampton 14, Onslow 10, Orange 5, Pamlico 7, Pasquotank 8, Pender 3, Perquimans 5, Person 3, Pitt 48, Robeson 10, Sampson 7, Surry 2, Tyrone 1, Union 2, Vance 6, Warren 4, Washington 1, Wake 4, Wayne 10, Wilson 2, Yadkin 2.

Two states have been represented, - North

6-5-17

Carolina and Virginia. One student only from Virginia.

In addition to the work here the school has taught 139 students in the four grades in the Model School, divided as follows:

Model School Enrollment for 1916-17

Grade	Boys	Girls	Total
1	16	15	31
2	19	17	36
3	20	19	39
<u>4</u>	<u>16</u>	<u>17</u>	<u>33</u>
Total	71	68	139

During the Summer Term last year 398 students were enrolled in the regular courses in this school, and 118 children were taught in the Model School. This means that during the last twelve months this school has taught 961 persons, 704 in this school, and 257 in the Model School.

The prospects for the Summer Term this year are as bright as we have ever had. The capacity of the dormitories has been taken for about two months and a large number of students have already been refused admission to the Summer Term.

The General Assembly of North Carolina this year increased the maintenance appropriation of this school from \$50,000.00 to \$60,000.00 per year, and made an appropriation of \$200,000.00 to come to us in six years, from the sale of bonds. The funds for permanent improvements to come to us is in charge of the State Building Commission, Hon. R. F. Dalton, Chairman, Greensboro, N.C.

On May 31 I appeared before this Commission in Raleigh, and acting under the instruction received from your Executive Committee, requested said Commission to pay all of our indebtedness on account of permanent improvements and paving, and also requested

6-5-17

that we have sufficient appropriation to enable us to purchase from the town of Greenville the Model School, and add the second story thereto. I was received with every courtesy one could ask, and was authorized to prepare the necessary data with reference to the note given for our kitchen, \$2500.00; the bill of \$1090.25 to the town of Greenville for side walks, and \$1245.20 to the Raleigh Concrete Construction Company for concrete walks on the grounds. The Commission requested that we secure an architect; have the plans drawn, estimated cost, preferably by bids, and submit the plans to Commissioner Young for his approval, and forward it all to the Commission for their action. That they would gladly appropriate for this purpose \$28,333.33, the amount that comes to us this year, the same being one-sixth of \$200,000.00, lacking fifteen percent.

The Commission further requests that you work out a detailed scheme for building showing what you wish to do next after the addition to the Model School; has been made - giving your entire scheme in the order in which you wish to build.

The roof to the Power Plant is sagging and I called this matter to the attention of the Executive Committee at its last meeting. Acting under the instruction received from them I have secured a report on this from C. Gadsden Sayre, which I submit herewith.

I was instructed by the Executive Committee to put in the cold water line, provided, it could be done for the sum not to exceed \$300.00. I find that it is

6-5-17

impossible to put in this line for less than \$500.00. I have also secured estimates for screwing the dormitories, which I submit herewith. I have had Carlos Harris to go over the buildings and see what painting should be done and to report the same to you today, which he is prepared to do. There is considerable repair work that should be done on these buildings and I think it advisable that you, as a Board, go over the buildings and see the condition for yourselves.

The work of the teachers and officers of this school for the past year has been very satisfactory. We have had some sickness and as a result Miss Sallie J. Davis is now off on leave of absence, but is expecting to return for work in the fall. Miss Hanna H. Fahnestock is also on leave of absence, but is expecting to return for the fall.

During the year Miss May Barnett, who was on leave of absence, has resigned and Miss Annie Ray, who was teaching in Miss Barnett's place, has been selected at a salary of \$1,000.00 a year. Miss Margery S. Herman, teacher of Science, has resigned and Miss Alice V. Wilson has been chosen in her place, at a salary of \$960.00 a year. I feel perfectly sure, in the case of Miss Ray and Miss Wilson, that we have two splendid teachers. Miss Ray is at work here this year, and Miss Wilson's work here during the past summer term makes me confident that we have selected wisely in the case of each.

The work of Miss Nellie Maupin, and Miss Agnes Whiteside, the other teachers who have been with us but for one year, has been entirely satisfactory.

6-5-17

Respectfully submitted,

Robt. H. Wright, President

Moved by F. C. Harding that the President's report as read be received and filed. Carried.

Moved by Y. T. Ormond that the young ladies recommended by the faculty for diplomas and certificates be granted same by the Board. Carried.

Moved by Y. T. Ormond that after paying the indebtedness of \$4838.75 the next available funds for enlargement of the plant be applied to the indebtedness on the Model School and to the addition of a second story to same. Unanimously carried.

The question was raised as to whether the Training School Board should pay interest on the money loaned by the City School Board for the erection of the Model School as it now stands. Moved by Y. T. Ormond that it is the sense of this, the Training School Board, that the interest on the money which the town School Board put into the Model School building should not be paid by the Training School Board.

Carried unanimously.

On motion by R. B. White the Executive Com. was authorized and instructed to repair the roof of the Boiler plant. Motion carried.

On motion, unanimously carried, the Board accepted the bid of the Miller Mfg. Co. to screen the second story of the dormitories.

On request the Board heard a statement and filed application from S. Gadsden Sayre, architect, for the position of architect for the School. Application filed.

The Board heard a report and estimate from Carlos Harris in regard

6-5-17 to the painting needed on the buildings at this time.

It was moved and seconded that the question of painting be referred to the Executive Committee with power to act and that Mr. Harris' estimates be filed with the Executive Committee. Motion carried.

Moved and carried that the Board of Trustees recommend that the future enlargement and development of the plant be made in the following order:

The Town of Greenville for paving Fifth Street

The Hot Water line

Wing to East Dormitory

Wing to Administration Building

Gymnasium

Library

Dairy.

Building Committee consisting of the Executive Committee and the President of the school was named by the Chair

Moved and seconded that Mr. F. C. Harding be appointed a Committee of one to draw up suitable resolutions expressing the thanks of the Trustees to the Dow Senior Class and the Ford One Year Class for their gifts of \$400⁰⁰ and \$15⁰⁰ respectively to the student's Loan Fund. Carried.

Moved and carried that the Executive Committee and the President of the school be authorized and directed to select an Architect for the school and have plans and specifications prepared and estimates submitted for the proposed enlargement and development of the school plant and submit same to the State Building Commission.

On motion Robt. H. Wright was unanimously re-elected president of the school and his salary increased to \$3600.00 to begin June 1, 1917.

On motion duly seconded the following teachers and officers were unanimously re-elected at the salaries indicated after each name:

6-5-17

C. W. Wilson	\$2400.00
H. E. Austin	2400.00
Leon B. Meadows	2000.00
Miss Lida Hill	1080.00
Miss Mamie E. Jenkins	900.00
Mrs. R. B. Beckwith	900.00 + living expenses
Miss Mithe R. Beaman	480.00 + living expenses
Miss Ola S. Ross	840.00
Mrs. Nannie F. Jeter	800.00 + living expenses
J. B. Spilman	1800.00

On motion and second all other teachers and officers were unanimously reelected at the salary paid each last year.

Moved by Mr. Bannerman that the same Executive Committee be reelected.

Motion carried unanimously.

On motion and second Miss Emma R. Jones was granted a vacation during the summer on pay.

It was moved and seconded that the Training School take over the Joyner School to be used as a model school at a cost not to exceed \$500.00. Unanimously carried.

Moved that Pres. Knight be authorized to have one oak on the school grounds near the model school treated by a tree-surgeon. Carried.

It was moved and seconded that the school purchase the Victrola now being used by the school for school purposes. Carried.

On motion and second the Board appropriated \$500.00 per year from the Maintenance Fund for the School Library.

Adjourned

J. Y. Joyner, Chm.
C. W. Wilson, Secy.

5-31-18

Board Meeting.

May 31, 1918

The Board of Trustees was called to order with the following members present: J. Y. Joyner, Chm., M. T. Ormond, F. C. Harding, S. M. Brinson, A. Mc Dowell, J. B. Leigh, J. W. Hines.

Minutes of last meeting read and approved by vote of the Board.

Chairman Joyner called for the report of the Executive Committee whereupon Chm. M. T. Ormond made a verbal report in which he stated that the Executive Com. acting with the Pres. of the school as Building Committee had let the contract for the addition of the second story to the Model School, and that the addition is now under construction. The work has moved slowly because of the difficulty of securing labor and building material.

The Annual Report of the Pres. of the school was called for and was read as follows:

May 31, 1918

Ninth Annual Report of the President of the East Carolina Teachers Training School.

To the Board of Trustees,
Gentlemen:

Monday, June 3, marks the closing of the ninth year's work in this school. Since 1911, the year we graduated our first class, there has been a steady growth as you will see from the following table:

Graduates from 1911 to 1918. 1911, 17. 1912, 19. 1913, 30
1914, 37. 1915, 46. 1916, 49. 1917, 50. 1918, 73. One student expects to graduate in August, making 74 in all.

The following young women have completed all of the work prescribed in our two years Professional Course and are unanimously recommended by our faculty for graduation: I, therefore, present their names to you for your approval and ask that each be given her diploma:

Mary Alexa Alford

Flora McNeil Barnes

Bernie Elizabeth Allen

Dallie Rebecca Best

Bettie Sophronia Allen

Fannie Elizabeth Bishop

Hazel Blanche Atwater

Annie Elizabeth Bridgman

Lula Garnett Ballance

Una Jewel Brogden

Huldah Daniel Barnes

Thelma Ruth Bryan

Lucy Russell Buffaloe
 Vera Dare Bunch
 Nannie Mildred Colapp
 Ruth Jester Cooke
 Leah Louise Croon
 Saddie Dew
 India Marion Elliott
 Mary Elizabeth Evans
 Pattie Virginia Farmer
 Ruth Fenton
 Ocellie Park Ferrell
 Arueda Irene Fleming
 Roberta Floyd
 Lena Griffin
 Lola May Gurley
 Elizabeth Hammett Hathaway
 Jessie Edwin Howard
 Agnes Virginia Hunt
 Mary Elizabeth Hutchins
 Millie Jackson
 Sophia Inez Jarman
 Lucyle Gray Jenkins
 Rosa Estelle Jones
 Cora Elizabeth Lancaster
 Olive Lang
 Martha Helen Lyon
 Ethel Mc Glohon
 Mary Louise Newborn
 Estelle O'Perry Moore
 Arley Vesta Moore
 Elsie May Morgan
 Mollie Gladys Nelson
 Alice Judith Outland
 Lelah Gertrude Parker
 Panthea Burwell Patterson
 Mattie Elizabeth Paul
 Rebecca Adelaide Pegues
 Eula Nane Peterson
 Mattie Aveline Poindexter
 Nellie Vassar Ray
 Ellen Reufrow
 May Reufrow
 Camille Latham Robinson
 Mattie Lillian Shoulars
 Ethel Frances Smith
 Elizabeth Smith
 Ethel Williams Stafield
 Violet Adele Stillee
 Minnie Exam Sugg
 Sadie Neill Thompson
 Bess Anderlin Tillet
 Sallie Jenkins Tyler
 Ida Venable Walters
 Thelma Elizabeth White
 Mattie Tower White
 Irene Cullom Wiggins
 Sarah Elizabeth Williams
 Sallie Johnston Williams
 Viola Margaret Williams
 Willie Nottingham Wilson

Gladys Florine Yates

Last August Misses Elizabeth Baker and Eula Pappendick completed the work and were graduated from this school.

At the close of our Summer Term for 1917 the following young women were given school certificates, showing that they have completed one of the One Year Courses:

Ruth Austin, Bessie Baruhill, Almira Godfrey, Alta May Jordan, Delia Smith, Florence Thorne, Mary Willey.

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This year the following young women have completed a One Year Course and are unanimously recommended by our faculty to receive the school's certificate showing they have completed this work. I recommend that each be given the school's certificate: Catherine Allen, Bettie Cooper, Ruth Lee Harris, Bessie May Jordan, Mary Marshal, Sarah Sumner, Annie Venters.

This has been a most successful year. The enrollment is 327. The capacity of our dormitories has been taken and many have had to live in town. The enrollment for 1916-17, and 1917-18, by courses follows:

	1916-17	1917-18
First Year Academic	40	36
Second " "	71	58
First " Professional	106	138
Second " "	53	79
One Year Course	36	16

This comparison shows that the school is growing in its professional courses and that there is a falling off in the other courses. This is as it should be. It indicates an improvement in the State's public school system, especially in the growth of the public high schools.

Forty-eight counties and two states, North Carolina and Virginia, are represented in our enrollment as you will see from the following: Alamance 6, Anson 4, Beaufort 14, Bertie 11, Burke 1, Buncombe 1, Camden 3, Carterett 5, Caswell 4, Catawba 1, Chowan 7, Chatham 2, Columbus 2, Crown 6, Cumberland 3, Duplin 9, Edgecombe 16, Franklin 9, Forsyth 1, Gates 1, Gaston 1, Granville 4, Greene 5, Guilford 2, Halifax 13, Harnett 2, Henderson 1, Hoke 1, Hyde 4, Hertford 5, Johnson 4, Lenoir 12, Martin 5, Macon 1, McDearl 1, Moore 4, Nash 9, Newhanover 2, Northampton 12, Onslow 3, Pamlico 9, Pasquotank 8, Pender 7, Perquimans 5, Pitt 48, Person 4, Roberson 7, Rockingham 1, Sampson 5, Stokes 1, Surry 1, Tyrrell 3, Vance 5, Warren 5, Wake 5, Wayne 11, Wilson 2, Yadkin 1. Va. 2.

In addition to the work done in the Training School proper, we have taught in our Model School 160 children, divided as follows:

Grades	Girls	Boys	Total
1	25	24	49
2	17	24	41
3	21	19	40
4	16	14	30
Total	79	81	160

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During the Summer Term of 1917 353 students were taught in this school and 77 children were taught in the Model School. This means that during the last 12 months this school has taught 907 persons - 630 in this school and 237 in the Model School.

By action of the State Board of Examiners and Institute Conductors students must complete four years of high school work, or the undoubted equivalent, and in addition thereto must do an amount of professional study to receive a first grade certificate. The action of the State Board of Examiners and Institute Conductors will of necessity cause us to modify our course of study to meet their requirements. At no time should our requirements be below theirs. I, therefore, recommend that we do not continue to offer in our regular school year the One Year Courses heretofore offered, as the academic requirements for these courses are below the requirements set by our State Board of Examiners. I do recommend, however, that these courses be offered in the Spring Term and Summer Term. The State Board of Examiners and Institute Conductors have placed the professional qualifications ^{for teachers} so far below the standard set by this school that a student in our professional course, after attending school here for one year, becomes entitled to a first grade certificate. This means that a number of our students are going to drop out of school this year at the end of one year's training, instead of staying through for the full course.

This is not intended as a complaint against the ruling of the State Board of Examiners and Institute Conductors, for we fully realize how difficult it is for them to secure sufficient teaching force for the public schools of our State.

During this school year the student body of this institution has thoroughly caught the spirit of the times in which we live, as is manifested by the war work they have done. The student body, through the various organizations, has bought \$1000.00 worth of Liberty Loan Bonds. The school stands 100% for war savings, and the student body has pledged to purchase \$2605.00 worth of War Savings Stamps. The Model School has pledged to purchase \$345.00 worth of War Savings Stamps, and has purchased \$4350.00 worth of Liberty Loan Bonds, making a total of \$5350.00 worth of Liberty Loan Bonds, and \$3450.00 worth of War Savings Stamps purchased and pledged for in this school and the Model School.

Cert. of
Teachers

4,

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In addition to this see the Red Cross report which follows.

The students of the One Year Course have purchased six War Savings Stamps which they have presented to the school to be used in purchasing a picture for the parlor in the West Dormitory.

The members of the Senior class have presented to the school a Liberty Loan Bond for \$100.00 the proceeds to be used (interest and principal) for interior decoration in the Administration Building, and they have further presented a Liberty Loan Bond valued at \$500.00 to be used as a Student Loan Fund.

Mrs. Delon Henry Abbott of Vandemere, N.C., has presented to the school \$2500.00 to be used in the following ways:

1. "I Mrs. Delon H. Abbott do bequeath and give to the East Carolina Teachers Training School the sum of Two Thousand Five Hundred Dollars (\$2500.00) to be known as the Delon Henry Abbott Memorial Loan Fund.

2. That the executive officer of the Board of Trustees of the East Carolina Teachers Training School is empowered to lend the principle as follows: To young white women who are citizens of Paullico County, upon the approval of the County Superintendent of Schools, or his successor in office, provided that if on the 15th day of September of any year that any of this Fund should be on hand and not asked for by any Paullico County woman, then the said officer is empowered to lend said Fund to any deserving applicant.

Provided further, that said Fund shall always be loaned at a rate of interest less than the legal rate of interest for North Carolina.

3. That the annual interest from said Fund shall constitute The Delon Henry Abbott Scholarship, and shall be awarded to Paullico County young women by a competitive examination. The questions to be prepared by the authorities of the Training School, and the examination to be held by the Public School authorities of Paullico County at such time and place as the latter may designate.

4. As it is my desire that this Fund be used to stimulate public education in Paullico County, therefore, any deserving white woman who is a student of the High Schools or the Public Schools doing equivalent work shall be eligible to stand this examination. It is desired, however, that the scholarship be used by the winner of this examination during her senior year at the East Carolina

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Teachers Training School.

5. That if at any time any of the above mentioned provisions cannot be put into operation, the Trustees of the East Carolina Teachers Training School are empowered to use this Fund in such a way as to put into effect, as far as possible, the spirit of said provisions. It is my desire, however, that this Fund shall be used each year, and that a report shall be made annually to the Public School authorities of Paullico County, showing how the Fund has been used and who have received benefits therefrom.

Done this the 9th day of May 1918, at Vandemere, N.C."

This gift comes to us largely through the activities of Superintendent T. B. Attmore, of Stonewall, Paullico County, N.C.

The Building Committee let the contract for creating the additional rooms to the Model School to W. B. Barrow, Raleigh, N.C. Mr. Barrow has not been able to finish the work on account of the difficulty he had in securing material and labor. The building will be ready for use in the fall. The work he has done, so far, has been very satisfactory.

The contract for putting a metal roof on the Power Plant was also let to W. B. Barrow, but he has not been able to get to that work at this time.

The work of the teachers and officers of the school for the past year has been eminently satisfactory.

We have lost by resignation Miss Lula M. Sherman, and Miss Mary Bertollet has been employed in her place. Miss Daisy Bailey Wauht, teacher of Latin, also resigned and the courses in Latin have been discontinued for the present. Miss Fahnstock has been absent during the entire year on account of her health, and Miss Dora Mead has taken her work. Miss Marika Armstrong has resigned, and Mrs. R. L. Carr has taken her work for the remaining portion of the year. Mr. Meadows was on leave of absence for the Fall Term, and Miss Pattie Wooten took his work until he returned to us in January.

The work of the new members of our faculty has been entirely satisfactory.

By authority vested in me by the Execution Committee to employ teachers, I have been able to secure the services of Miss Carrie G.

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Scobry for the work in Household Economics, at a salary of \$1200⁰⁰ a year. I have not at this time been able to secure any one for the Fifth, Sixth and Seventh grade work in the Model School at the salaries allowed.

Respectfully submitted,

Robt. H. Wright, President.

Moved and seconded, that the Board of Trustees extend to Mrs. Delou Henry Abbott a hearty vote of thanks for her generous gift of \$2500⁰⁰ as a Loan Fund. Motion carried unanimously.

On motion of A. M^c Dowell the Presidents report as read was received and ordered spread on the minutes.

Moved by H. F. Ormond that the Diplomas and Certificates of the school be awarded to the Senior Class and the One Year Class as per the recommendations in Pres. Wrights report just read. Motion carried.

By vote the Secretary to the Board was authorized to convey to the Senior and One Year Classes of 1918 the Boards commendation of their patriotism and loyalty, and their thanks for the donations to the school as specified in the Presidents report.

The Red Cross Report as read by Pres. Wright.

Red Cross Work in Training School

Spring Term 1917

One box of bandages contributed by a group of the officers and faculty members at a cost of \$22.05

Two boxes of hospital garments made and contributed by students and faculty members. Box contained:

96 garments made at E. C. T. T. School

84 " bought ready made

180 " at a cost of \$80⁰⁰

Total value of garments & bandages for Spring Term \$102.05

School Year 1917-1918

The students have made during the year: 36 knitted garments, 28 hospital garments, 104 refugee garments, 225 compresses, 100 gauze rolls, 30 trench pillows. Total number of pieces 523.

The school has contributed: 30 trench pillows at a cost of \$3.50, 155 refugee garments at a cost of \$35.57. Total \$39.07

This does not include knitted garments made by students

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and faculty members for their friends and relatives in the army. Their number and value cannot be accurately estimated.

Contributions to War Work:

"F" Class \$24.78, "A" Class \$12.48, Faculty \$12.50, Athletic League \$25.00
Total \$74.76.

Y. W. C. A. gift to Friendship Fund	\$100.00
Athletic League to Red Cross	5.00
Individual War Savings Stamps Pledges	2605.00
Liberty Bonds	1000.00
Discarded clothing for refugees, estimated value	80.00

President Wright submitted the following report on
The Joyner's School.

At your meeting June 5, 1917, you appropriated a fund of \$500.00 to be used in connection with a rural school three miles west of Greenville, known as the Joyner's School, said school to become a model country school, and to be used by us for observation and practice purposes.

Of the fund appropriated \$400.00 have been used for salaries for teachers, and \$27.23 for books.

We made it our object this year to get the community behind the school. We had Miss Nancy F. Wall, Miss Mary Newby White, and Miss Ruth Lowder as teachers, and their work has been so very satisfactory that they have been re-elected at an increase of salary.

The school has been of some service to us this year, and next year should be of almost invaluable service, if we can make some arrangements for the proper transportation of students and teachers.

I take pleasure in submitting herewith the report of Superintendent Underwood on the work of this school.

Robt. H. Wright, Pres.

To Pres. R. H. Wright,

E. C. T. S. School, Greenville N. C.

Dear Mr. Wright:

I beg to give you a brief report of the work of the rural school in district #1, Greenville township, for which your board this year has appropriated \$500.00 with the understanding that it be

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used as a model rural school and conducted by the East Carolina Teachers Training School.

This is an eight-grade, three-teacher school. The teachers employed in cooperation with you are Misses Nancy F. Wall, Mary Newby White, and Ruth Lowder. Their salaries have been \$65.00, \$60.00, and \$55.00 respectively, per month for seven months. The school is now in its sixth month of work for this year.

These young ladies have done very valuable work in winning the support of the community for the school. I think I may say that the school means more now to the people of the community than it ever has meant. Members of the committee have told me that this year's school has, by far, been the best school that they have ever had. We took as our first year's task mainly the winning of the unqualified support of the people of the community. I think this has been accomplished to a marked degree. These young ladies have thrown themselves into the life of the community; have visited the people; have worked in the Sunday school, have had a number of meetings at the school house for the parents; and in various ways have drawn the people to the school.

The school has been graded and organized, so that it is now on a fair basis for work. \$50.00 has been spent in the purchase of books for the library and for supplementary use in the reading classes; a number of magazines have been subscribed for, and are in regular use in the work of the school. Members of the Training School faculty have visited the school and assisted in the gradation and in the solution of the various problems that have confronted the teachers.

The school has been equipped throughout with single steel desks of the most approved type. These were bought on the understanding that the county would bear one half the expense and the district the other half. The whole bill amounted to \$319.10. The teachers are working now on raising their half of the cost, and are within about \$75.00 of the goal. They succeeded in getting the children to purchase a \$50.00 Liberty Bond, which will probably be used in helping to pay for the desks.

The building has also been furnished with shades for the windows; with maps and globes, and with Teachers' desks. These

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items have amounted to \$97.05

Miss Lowder has taught a class in instrumental music in connection with her regular work. The money received from tuition fees has been turned in to the county treasurer to the credit of this district. This amounts so far to \$80.00, or \$16.00 per month.

The total expenditures for the school for the current year after paying for the last two months will be approximately \$2000.00. Your appropriation is \$500.00; special tax will amount to about \$350.00; the music tuition and amount raised for desks will amount to approximately \$275.00, making a total of \$1125.00, outside of the apportionment made by the County Board of Education. This will make it necessary for the County Board to appropriate \$875.00 at least toward the running expenses of this school this year, which is \$325.00 in excess of their apportionment for any previous year.

The attendance has in the main been satisfactory. Of course the unusually bad weather has made it worse than it otherwise would have been. The attendance by months has been as follows:

First Month 46.3, second month 51.3, Third month 49,
Fourth month 56, Fifth month 58.

This makes an average for the first five months of 52.1, as opposed to an average of the whole of last year of 53.4. However, the total enrollment has been so far only 68 as opposed to 79 for last year. The census shows 15 less children in the district than last year's census shows.

I feel that the work will be very much better next year, and that it will mean, not only more to the community, but more to the Training School. We should have, to make the work what it ought to be, about \$250.00 more to put into salaries. We ought to have also a small amount to put into domestic science equipment, and ought to be able to make a beginning in school gardening.

If the work is to mean to your school what it ought to mean, we must devise some means of taking your practice teachers to this school regularly and systematically. Not only as County Superintendent, but as a member of the faculty of the Training School, I am anxious to see the work of this model rural school expand. Thanking you for your cordial cooperation, I am
Very truly yours, A. B. Underwood, County Superintendent.

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President Wright read a communication from Miss Mylitta M. Morris, Teacher of second grade in Model School, in which she tendered her resignation to take effect at the close of the school year in order that she may take up work elsewhere for next school year. The resignation was accepted with expressions of appreciation of her services.

The President read a communication from Mr. Leon R. Meadows asking for an indefinite leave of absence owing to the fact that he had been called into War Service by the Federal Government.

The Board voted him a leave of absence until the end of the war.

President Wright then read a communication from Miss Emma R. Jones, the president's private secretary, stating that she had enlisted as yeoman in the U. S. Navy and asked for a leave of absence until the expiration of the term for which she had enlisted, or if the Board did not see fit to grant her leave of absence her communication was to be considered as her resignation.

The Board acted favorably on the request, but leaving it to the President of the school to determine whether it should be a leave of absence or resignation.

By vote of the Board President Wright was authorized and empowered to fill all these and any other vacancies that might occur.

The Board took under consideration the question of increasing salaries of officers and teachers.

By unanimous vote of the Board Robt. A. Wright was re-elected president of the school at a salary of \$4000.00.

It was moved and seconded that a committee consisting of President Wright and Mr. O. M. Brinson be requested to go over the salary list and report back to the Board at 2:00 p.m. a schedule of proposed increases in salaries.

The motion carried, whereupon the Board took recess until 2:00 p.m.

The Board reconvened at 2:00 p.m. to hear the recommendations of the Committee on increases in salaries. Their report follows:

Let your committee recommend that the 1917-18 salaries of the following officers and teachers be increased for the year 1918-19 by the amount following each name which is about the equivalent of a ten percent raise in the salary list:

C. W. Wilson \$240.00, H. E. Austin \$240.00, May R. B. Muffly 75.00

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Maria D. Graham \$120.00, Sallie Joyner Davis 120.00, Lida Hill 120.00, Annis Ray 140.00, Nellie Maupin 140.00, Mabel Comfort 120.00, Alice V. Wilson 180.00, Miriam Mae Fadyen 120.00, Annis M. McCowen 120.00, Agnes Whiteside 180.00, Kate W. Lewis 120.00, Memie E. Jenkins 120.00, Mary Bertollet 120.00, Kate R. Beckwith 120.00, Mittie R. Beaman 120.00, Ola S. Ross 120.00, J. B. Spilman 300.00, Namie F. Jeter 100.00, Arley Moore 285.00

(Mrs Jeter's salary is for nine months service. Arley Moore who has been serving part time is now employed for full time for nine months.)

Moved and seconded that the teachers and officers named in the committee's recommendations in the above report be re-elected at the increase in salaries recommended by the committee.

Motion carried unanimously.

Moved and seconded that all other officers and teachers be re-elected at the same (1917-18) salary. Motion carried.

On motion seconded. President Wright was authorized and empowered to employ teachers for the fifth, sixth, and seventh grades in the Model School at salaries not to exceed \$1080.00.

The present incumbent Executive Committee was unanimously re-elected by vote of the Board.

President Wright transmitted to the Board the report of the Director of the 1917 Summer Term. The report follows:

To Robt. H. Wright, President,

Dear Sir:

The Summer Term opened June 12, 1917. Prior to that date every room in the dormitories was engaged and about 200 students in excess of the dormitory capacity had applied for admission. At the opening of the school a larger number than usual of those who had engaged rooms failed to come. I attribute this to three causes:

1st. The war conditions. (The selective draft registration had been held the previous week, June 5th.)

2nd. The changes in the Educational System of the State, incident to the appointment of the State Board of Examiners and Institute Conductors.

3rd. The fact that some of the other Summer Schools in the State were giving a series of Teachers Institutes. (I know of a few students who had engaged rooms here that were

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attracted elsewhere by the short courses.)

This school, however, believing in real teacher training, for which it has always stood, and believing also that the school legislation enacted by the last General Assembly was intended to foster and encourage professional training, adhered rigidly to its purpose and offered only the full courses of eight weeks in length. Furthermore, this school advised teachers to attend the County Institutes in their own counties instead of coming here for two or three weeks only.

Registration began as usual on Monday evening of the opening week and regular class work began Tuesday afternoon. The work began on the permanent schedule Thursday morning.

The students in attendance, except about a dozen who had special schedules, took work in the following regular courses:

C¹ First Term of First Year Professional.
 C² Third " " " "
 F¹ First " " One Year Course P.
 F² Second " " " " "
 F³ Third " " " " "

Six professional and semi-professional lectures were delivered before the student body during the term.

Three hundred and fifty three students from 46 counties and 2 States were registered during the Summer Term. 180 of these remained the entire term and took the school examinations for school credits. In this connection I must confess to some degree of disappointment in that about fifty young ladies who were eligible to school credits, withdrew from the school at the close of the State Examinations just one week before the close of the Summer Term. Their withdrawal is probably due to the three causes cited above, and perhaps more largely to the fact that, having finished the State Examinations, they were tired out both mentally and physically, and many were discouraged because they thought they had failed in the State Examinations.

Misses Elizabeth Baker and Eula Pappendick completed the work of our regular Professional Course and

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were awarded the school's diploma in accordance with the action of the Board of Trustees.

The following students completed the work of our One Year Course B, and by vote of the Faculty the school's certificate was granted them: Misses Ruth Austin, Bessie Barnhill, Almira Godfrey, Alla May Jordan, Delia Smith, Mrs. Florence Thorne, and Miss Mary Willey.

The State examinations, by agreement with the State Board of Examiners and Institute Conductors, were given July 26 & 27, one week before the close of our term. It is unfortunate that these examinations should come at that time, because it interferes very materially with the best work of the school.

Seventy-seven children, not counted elsewhere, were taught in the four rooms maintained in the Model School during six weeks of the Summer Term. Our students consider the observation work in the Model School one of the most helpful and practical features of the summer session.

The work of the faculty and officers was entirely satisfactory and the spirit and results were superior in some respects to that of last summer. In fact every phase of the work of the Summer Term in both this school and the Model School was of a very high order and most gratifying.

C. W. Wilson, Director.

There being no further business the Board adjourned.

J. H. Joyner, Chm.

C. W. Wilson, Secy.

Board Meeting

Nov. 15, 1918

The Board of Trustees was called to order with the following members present: J. H. Joyner, Chm., Y. T. Ormond, S. M. Brinson, F. G. Harding.

Minutes of previous meeting read and approved.

The Executive Committee through its Chairman, Y. T. Ormond, made a verbal report of what the Committee had done since the last meeting of the Board, a record of which may be found in the Executive Committee's proceedings.

The Chair called for the President's report which was read, a copy of which is found on following page in the "Sixth Biennial Report."

On motion the President's report was received and approved to be incorporated in the Board's report to the State General Assembly.

After a careful consideration of the needs of the school it was moved by Mr. Ormond and seconded that the Board of Trustees ask the General Assembly for an annual appropriation of \$65000⁰⁰ for maintenance. Motion carried unanimously.

On motion, following the recommendation of the President, the salary of Miss Haumah Farkestock, Piano teacher, was raised to \$1080⁰⁰.

The President of the School and the Secretary to the Board of Trustees were requested to write notes expressing to Misses Elsie Pugh and Betty Greene the hearty appreciation of the Board of Trustees for their services in helping to nurse the Influenza patients during the epidemic last fall. (The notes were written)

By unanimous vote the Board confirmed the election of the teachers employed by Pres. Wright under instructions from the Board at previous meeting.

Sixth Biennial Report
of the
Board of Trustees of the East Carolina Teachers Training School.

Administration Building, Nov. 15, 1918

To The Board of Trustees.

Gentlemen:— Though the school years, 1916-1918, covered by this report came during the war in Europe, when our people had many things to take their attention away from education, and

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though many of our young women have been urged to go into more lucrative employment than teaching, yet I am pleased to report to you that this two-year period has been, perhaps, the best biennial in our history. Last year seventy-four were graduated from our school. This is the largest number by twenty-four that we have ever had to graduate at any time.

Our enrollment has steadily increased, as is shown by the following table:

	Regular School Year	Summer	Total	Names counted twice	net enrollment
1909-1910	174	330	504	42	462
1910-1911	227	300	527	29	498
1911-1912	235	359	594	26	568
1912-1913	252	322	574	20	554
1913-1914	251	328	579	19	560
1914-1915	295	394	689	16	673
1915-1916	295	398	691	20	671
1916-1917	307	353	660	15	645
1917-1918	325	273	598	12	586
Fall Term 1918	255	---	---	---	---
Totals	2616	---	5671	---	5472

The enrollment now is as large as it ever can be until we add more dormitory space. Each year we are forced to refuse a large number of applicants for the lack of dormitory accommodations.

Health Conditions

The health conditions are entirely satisfactory. This fall, for the first time, we have had an epidemic. The influenza was in epidemic form throughout the State. We had 141 cases in the school, but we had no serious complications — no pneumonia and in short time the school was again moving along normally. We did not suspend class work.

Conditions in our state were so bad that it was impossible to secure the services of additional trained nurses. The members of our faculty went into the infirmary and that part of our dormitory set aside for the sick and took charge under the nurse's and doctor's directions, and gave the sick every attention they needed. The well students worked with the others in attending the sick, yet teachers and students met their classes regularly. I have never seen a more beautiful spirit manifested by human beings anywhere at any time, and I wish to put a word of commendation of their services in my report.

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Purpose of The School.

A glance at our courses of study will show that we are holding this school to its purpose, viz: giving to our students "such education and training as shall fit and qualify them to teach in the public schools of North Carolina." All of our students expect to become teachers. The rural school now working as our "Model Country School", should be invaluable to us in carrying on the purpose of the school since it gives to us an opportunity to do observation and practice teaching in a real country school. We are handicapped very much by not having the means of transporting our students to the school. The additions to our Model School enabling us to do observation and practice teaching in several grades, adds greatly to our equipment. The cooperative relations now established with the county system and also with the town system, give us an opportunity to do even more efficient work than we have been able to do in the past. With this opportunity we propose to hold rigidly to the purpose for which the school was established and turn back to the State each year many well trained and efficient teachers.

Donations

The spirit of service has found lodgment in the hearts of our students as is clearly exemplified by donations they have left to the school from time to time.

Student Loan Fund

Class of 1911	\$ 112.50
Class of 1912	200.00
Class of 1913	300.00
Class of 1914	210.00
Summer Term of 1912	45.00
Summer Term of 1913	17.00
Summer Term of 1914	21.00
Class of 1915	210.00
Class of 1916	205.00
Class of 1917	400.00
One Year Class of 1917	15.00
Class of 1918	500.00
Total	\$ 2235.50

For books in the library by the summer term, 1911, \$52.50. The Student Loan Fund has been the instrument of helping 49 students.

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Not only have the students caught the spirit of service through the school, but people not connected with the school have seen in the work being done here an opportunity to help others. Mrs. Delon Henry Abbott, of Vandemere, has given \$2500.00 as a Delon Henry Abbott Memorial Loan Fund. The provisions attached to this gift are such as to encourage the girls of Paulico Co. to complete the high school course and then come here for training as teachers.

The Pitt County Federation of Women's Clubs has raised sufficient funds to help nine students to attend school here since the fund was established four years ago.

The Sallie Southall Cotton Loan Fund of the North Carolina Federation of Women's Clubs continues to help students attend school here.

War Work

Students, teachers and officers have been quite active in all phases of war work. School organizations have done the following:

Liberty Bonds bought	\$ 1450.00
War Savings Stamps	70.00
United War Work, Y.W.C.A. + Y.M.C.A. donations	1301.00
Red Cross	296.00
Total	\$ 3117.00

The above does not include dues to Red Cross, etc. In every drive the school has done more than it was asked to do.

Building Fund

The General Assembly of 1917 provided by bond issue \$200,000.00 for permanent improvements, said fund to be received in six years. They also created a State Building Commission to administer this fund. Working under this commission we have added a second story to our Model School, and though the building is not completed yet, we are able to use it. This is a great help to us in our observation and practice work.

During the years immediately following the war our State will need well trained teachers as it has never needed them before. To save our Nation from the evil effects of the war universal education will be the greatest help.

The hope of our civilization, the stability of our government, the safety of our homes, and the prosperity of our nation in its economic and industrial activities is more dependent upon public education now than ever before in the history of the world. We must have an educated

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citizenship in field, factory, and shop, as well as in offices and the so-called professions, if we hope to keep apace with the world of tomorrow. This can come only through the schools, and it will not come through the schools if we do not see to it as a policy, that every school is provided with competent teachers. The inefficient teacher must be made efficient or her place must be taken by one who is thoroughly efficient. Realizing as I do that this is vital to all our interests, civic, religious, industrial, and political, I urge you to hasten our building program that we may give back to the State an ever increasing number of well trained teachers. The teacher training facilities in our State are totally inadequate for the immediate and pressing demands. The State should see to it, therefore, that the schools and colleges we now have are given every possible opportunity for increasing the number of teachers they prepare for service. Our State is not prepared to meet adequately the demands of the times, and when it does the best that can be done it will then fall far short of doing what should be done. The capacity of this school should be doubled within the next twelve months, and other schools like this should be built by the State. I know the cost will be great, but a failure to provide the means for training teachers will cost the State more than to train them, for our citizenship will be less efficient. The best investment our State can make today is to put money into education, and I urge you to use your influence in this direction. It is for the good of every interest of our people.

Our maintenance fund for 1918-1921 should be at least \$65000.00 annually. This is the smallest possible amount for efficient service. The annual increase of \$5000.00 is made necessary by the high cost of fuel, labor, and the increase in our teaching force.

Respectfully submitted,

Robt. H. Wright, President.

President Wright read to the Board the Director's Report of the 1918 Summer Term. On motion the report was received and ordered spread upon the minutes. The report follows:

To Robt. H. Wright, President.

Dear Sir:

The 1918 Summer Term opened on June 11th. Regis-

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tration was finished and work began promptly as in the past. We registered 277 students this year, all women. This is smaller than the average summer registration on account of the World War and the unsettled educational conditions, but this registration made it possible to get the very best type of work. The school was not demoralized by the town boarding students, the class rooms were not overcrowded, the schedules of the faculty were light, and the students registered were mostly permanent, therefore the class work and the general results were most satisfactory. The attendance was remarkable. Only 58 students, not counting those attending the teachers institutes, withdrew for any cause before the close of the session and a large majority of those who did withdraw were called away on account of illness at home or some member of the family leaving for war service.

One hundred seventy seven remained throughout the entire term and took the examinations for school credits. Never before has so large a percentage of the enrollment remained through the whole term of 8 weeks.

Practically all of the students registered for work in one of the "F" or "C" courses. 68 students took the "C" or First Year Professional work. In 1915 thirty-two were registered in this course. It is quite gratifying to note the rapid growth along this line.

All the work was modified by the war conditions that prevail and each subject was very successfully presented in the light of the new world conditions and problems. In Home Economics special stress was placed upon the available wheat and meat substitutes and how to prepare them for the family table, and upon canning and preserving fruits and vegetables. A special course of instruction was given to enable the teachers to better present to their schools and communities the Red Cross and Y.M.C.A., War Savings and Thrift Stamps, Liberty Loans, Food Production and Conservation, and any other phase of war work and patriotic service in which the school and community should participate.

Several public addresses were given and the key note in all of them was patriotism, war work, and conservation.

A special course in the Palmer System of writing was given in response to a demand coming from quite a number of students. A class of about 35 took this course with satisfactory results.

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At the request of the State Board of Examiners and Institute Conductors the school gave four Teachers Institutes of two weeks each. Forty-two teachers attended these Institutes; 7 in the first, 13 in the second, 8 in the third, and 14 in the fourth. The light schedules of the faculty made it possible to give a special course of maximum value to the institute groups, and, altogether, the work of the Institutes was very satisfactory and did not prove to be a menace to the general work of the school.

Miss Sophia Ann Cooper completed the work of the regular Professional Course during the Summer Term and was awarded the school's diploma and the Bible on Aug. 3rd.

Misses Amy Arthur, Maude Bassett, Jimmie Clark, Julia B. Cobb, Millie Everett, Niva Harper, and Alva Vickers (7 in all) completed the work of the One Year Course for Rural School Teachers and by unanimous vote of the faculty were granted the school's certificate. Seven students, namely, Misses Amy Arthur, Flossie Mae Atkins, Beatrice Enslay, Mary Foxwell, Viola Gradless, Nannie Spencer, and Myrtle Tucker won the Government Certificate in Cooking.

By courtesy of the State Board of Examiners and Institute Conductors in preparing a special set of examination questions this school held the State Examinations for the State Board on the last two days of the term instead of a week or ten days before the close as has been done here-to-fore. This avoided a break in the regular work of the classes at a most important stage of the work and is infinitely better for the work of the school, and acknowledgment and expression of appreciation is hereby tendered the State Board of Examiners and Institute Conductors for their consideration and courtesies.

Ninety-two children, not counted elsewhere, were taught by four teachers in the High School building during six weeks of the Summer Term. Sixty observations were scheduled for the various classes in Methods, and both faculty and students fully appreciate the practical value of this phase of the summer work.

The finest professional and patriotic spirit characterized every phase of the work, and, viewed from every angle the 1918 Summer Term is the most satisfactory Summer Session yet held under the present management.

C. W. Wilson, Director

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There being no further business the Board adjourned.

J. Y. Joyner, Chm.
C. W. Wilson, Secy.

6-2-19

Board Meeting, June 3, 1919

Board called to order with the following members present: E. C. Brooks Chm., J. F. Ormond, J. W. Hines, M. B. McAulay. Minutes of previous meeting read and approved.

Mr. M. B. McAulay, new member of the Board from the sixth Congressional District, was present and the oath of office was administered by Clerk of Court, J. F. Harrington of Pitt Co. Mr. McAulay was welcomed as a member of the Board.

Mr. Ormond read the following resolution:

Whereas, the East Carolina Teachers Training School is just completing the first decade of its existence, in which time its career has been one of unusual accomplishment and achievement and in its sphere of operation has rendered to the State a service that is unsurpassed by any other Institution, and

Whereas, the unprecedented success of this Institution has only been made possible through the wise, judicious and able administration of President Robt. H. Wright assisted by his able and efficient corps of teachers, officers and employees who by their loyalty and faithfulness have contributed largely to the success of the Institution

Therefore be it

Resolved: That we the members of the Board of Trustees duly assembled do hereby tender to President Wright and his very efficient assistants, who have so faithfully and loyally supported him in his administration, our grateful appreciation for their services, and do we specially wish to mention Pres. Robt. H. Wright, Professors C. W. Wilson, H. E. Austin, M. D. Graham, M. E. Jenkins, K. W. Lewis, S. J. Davis, L. R. Meadows, and M. R. B. Muffly, and Kate R. Beckwith Lady Principal, Mr. R. Deaman Supt. of the Infirmary, Dr. Chas. O. H. Laughinghouse School Physician, and Emma R. Jones Secy., who came to this school during the first year of its operation and have remained in continuous service and we hereby appropriate from the maintenance

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fund of the institution the sum of \$25⁰⁰ each and the Treasurer is hereby authorized and directed to pay said sum of money to each of the above named as a token of our appreciation of their long continuous and faithful service.

Respectfully submitted,

Y. J. Ormond.

Moved by Mr. McAulay and duly seconded that the resolutions as read be adopted. Unanimously carried.

The Secretary was authorized to send a copy of these resolutions to each member of the faculty named therein.

It was moved and seconded that the Chairman and Secretary of this board be and are hereby constituted a committee to draft suitable resolutions expressing the Board's appreciation of the services of Dr. J. H. Jyner, who, as State Superintendent of Public Instruction, served as Chairman ex-officio of the Board for nearly ten years. Motion unanimously carried.

The Chair called for the report of the President, which follows:
Administration Building,

June 3, 1919.

Tenth Annual Report of the President of the
East Carolina Teachers Training School.
Greenville N.C.

To the Board of Trustees:

Gentlemen:-

The following young women have completed all of the work prescribed in our Two Year's Professional Course and are unanimously recommended by our faculty for graduation. I therefore present their names to you for your approval and request that each be given her diploma.

Class Roll.

Misses Blanche Mae Alligood, Lucy Vivian Barrow, Alice Berleen Blake, Nellie Rawls Blanchard, Vera Evangelina Bennett, Edith Emily Bertatti, Katherine Southerland Boney, Lydia Mae Cartwright, Zelota Elizabeth Cobb, Lillian Jane Cole, Lois Martha Daniel, Norma Beatrice Dupree, Ida Ethridge, Reba Mason Everett, Fannie Mae Finch, Lola Val Finch, Rosa Marie Forbes, Mildred Luciatia Frye, Lottie Ethel Futrelle, Mary Lee Gallup, Lillian Gardner, Ruby Emma Giles, Annie Lovena Harrison, Mary Curtis

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Hart, Lois Benjamin Hester, Rhoda Lillie Moore Hewitt, Elsie Lucretia Hines, Ruth Hooks, Bonnie Clyde Howard, Bettie Starr Howell, Ruth Isabelle Hoyle, Letha Mae Jarman, Vivian Bryant Jenkins, Dorothy Lee Johnson, Mary Spencer Johnson, Alla May Jordan, Margaret Blanche Kilpatrick, Sarah Catharine Lister, Mattie May McArthur, Ina Inez McElhoun, Helen McLaughlin, Katie Lee McLean, Mary Cole McLean, Martha Elizabeth Mercer, Joy Ruth Modlin, Marian Morrison, Thelma Cyrena Mumford, Susan Adelaide Newsome, Laura Wise Newton, Pattie Elizabeth Nixon, Sara Louise Nixon, Mary Evelyn Outland, Eva Belle Outlaw, Isabelle Paddison, Mary Leona Patterson, Roberta Harriss Patterson, Patty Burgess Perry, Vivian Ola Sawyer, Elizabeth Speir, Anna Virginia Spencer, Eva Cameron Stegall, Annie Gray Stokes, Mary Louise Tucker, Delphia Leona Tyson, Lydia Eliza Tyson, Rosa Mae Vaahook, Elizabeth Wagstaff, Mamie Frances Walker, Mary Eliza Whitehurst, Ruth Cheatham Whitfield, Annie Margaret Wilkinson, Marie Riddick Winslow, Ruby Captolia Worthington, Lula Marie Worsley.

Last August Miss Sophia Cooper was graduated from this school making the total number of graduates for 1918 seventy-four. This year we are presenting 74 names for graduation in June and three young women, Misses Glennie Woodard, Millie Starrell and Feral Little are expecting to graduate in August, making the total number of graduates for this year 77. This is the largest graduating class by three we have ever had.

This has been in many respects the most trying year we have ever had. While the epidemic of Influenza did not cause the loss of any student by death, yet it caused a few to withdraw. In each case except one the withdrawal was due to conditions at home. When we take into consideration the conditions that have confronted us as a nation, conditions that have made our people very unsettled and uncertain as to the future, & the epidemic of Influenza, I feel that I can truthfully say that this has been the most successful year in the history of the institution. With a dormitory capacity of 240 our enrollment has been 276. We have not encouraged students to room in town and attend school because our experience in the past has been such that we are confident it is not a wise policy.

During this year we have enrolled in the seven grades in the Model School 222 students, represented by grades as follows:

	Boys	Girls	Total
First grade	17	17	34

	Boys	Girls	Total
6-3-19 2 nd Grade	23	16	39
3 rd "	17	16	33
4 th "	19	14	33
5 th "	15	16	31
6 th "	11	15	26
7 th "	10	16	26
Total	112	110	222

During the 1918 Summer Term 277 students were taught in this school and 92 children were taught in the Model School. This means that during the last twelve months this school has taught 867 persons. In this school 553 and in the model school 314.

We are today in the midst of the closing exercises of the tenth year of this school. It is perhaps fitting that we make a brief review of the work since this school first opened its doors Nov. 5, 1909.

Ten years ago today there were six buildings undergoing construction. No one of them was finished, the sound of the saw and the hammer were to be heard in every direction, the grounds were not graded, what is now our park was, in places, almost a jungle. There was no faculty, but in its stead the place was filled with laborers. It was a busy place, but it did not seem possible to open the school to students by October. On June 11, 1909 the Board of Trustees met and elected a president and a few members of the faculty. I came to you for work on July 1st, and on Oct 5th, the school opened its doors for students.

The campus 10 years ago was a field cut in different directions by ditches for drain tile and sewer tile, the grounds had not been graded and were literally covered with rubbish.

This was not an attractive looking place to the first students who came to register. The buildings were not completed and neither were they furnished. We had to borrow seats from one of the churches in Greenville for the students to occupy until our class room furniture could be received. The enrollment of students for the first year in the regular school was 174. The sixteen teachers and officers that you had elected undertook the problem with the determination to cause the school to take its proper place in the educational scheme of our State. There

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are today 13 members of this first faculty with us. The spirit and aim of the institution has never been diverted in the least from the original purpose, namely to turn back to North Carolina well trained and efficient teachers. During the past ten years the school has grown from a total enrollment of 462 to an enrollment of as high as 673. During this ten years we have enrolled 5,495 students and we have graduated, including the 77 for this year, 399. We have finished the six buildings that were under construction and in addition thereto have built a Model School, a residence for the president and enlarged each of the following buildings: The Administration Building, the East Dormitory, the Laundry, the Power Plant, and have built a kitchen to the south of the Dining Room. The grounds and park have been improved until today we have perhaps the prettiest school campus to be found in North Carolina. The number of teachers and officers employed has grown from 16 to 36.

This school has stood for ten years in North Carolina as the one State Educational Institution devoting its every thought and energy to the one purpose of turning back to the State well trained and efficient teachers. The people of North Carolina are beginning to realize the importance of having well trained teachers in charge of the public schools of our State and the demand for this type of teacher is going to be greater and greater from year to year. If the State expects to meet this demand it will be very necessary to enlarge this school until its capacity is double what it is today then build three or four more schools like it. Our capacity is so limited that we are barely scratching the surface of the State's demands. This school should graduate each year not less than 200 young women.

The material wealth and prosperity of a State is dependent upon the standard of citizenship found in the State. Therefore money invested in citizenship is the best investment a State can make, and the best way to invest money in citizenship is through well trained and efficient teachers. The service this school is rendering to the State cannot be estimated in dollars and cents.

A normal school at best only prepares its graduates to begin the work and if we hope under existing conditions in our State to develop out of the graduates of this school the best type of teacher, it will become necessary to employ a helping teacher to follow up the work in

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the field for at least one year after the young women leave this institution. She should go from school to school where the graduates are teaching and consult with these young teachers and help them over the knotty problems that are constantly arising in the everyday work of the school room. For sometime I have been vividly conscious of this need. I am sure it would be the best investment of money the school could possibly make in its efforts to give to the state the best possible type of teacher. The young, inexperienced teacher needs and should have the sympathetic help of an experienced supervisor - a helping teacher - and our public schools are distressingly weak along the line of supervision. It is my idea that this new teacher come to our Model School for one year's work in the absence of Miss Whiteside. Then in 1920-21 either take the work in Methods in this school or go into the field work with next years graduates. If she does the latter then in 1921-22 come to the Training School and teach Methods for one year while the Methods teacher of 1920-21 goes into the field with the graduates of that year.

There is being made at present a survey of our educational system and of the teacher training agencies in our state. This means that within the next two years, in all probability, there will be drawn up for a really constructive scheme of public education in North Carolina. This was started with the enthusiastic support of our former State Superintendent, Hon. J. Y. Joyner, and our present Superintendent was one of the most active members of the Commission. In the scheme to be adopted teacher training, of necessity, must occupy a most prominent place. It is therefore imperative that the East Carolina Teachers Training School be equipped, enlarged and prepared to take its place as the leading institution in North Carolina in teacher training for the primary and grammar grade work. I insist, therefore, that you use every effort to have this school enlarged at the earliest possible date. Our maintenance appropriation must be increased until we are able to employ the very best teachers to be found in our Country.

For the past ten years we have been exceedingly fortunate in the teachers we have employed, but I find now that the public schools and the graded schools are paying good women teachers more than we are able to pay. This condition must not continue to obtain or we will find our standard of efficiency lowered

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so far as our faculty is concerned.

I am pleased to report to you that the work of our teachers and officers for the past year has been entirely satisfactory. And I recommend that each be re-elected.

Respectfully submitted
Robt. H. Wright.

Mr. Ormond moved that the School award diplomas to the 74 young ladies recommended in the presidents report. Unanimously carried.

Moved by Mr. Hines and seconded by Mr. Ormond that the presidents report be adopted. Unanimously carried.

On motion Robt. H. Wright was re-elected President of the school.

Moved by Mr. Ormond that the teachers recommended in the presidents report be re-elected at the present salaries. Unanimously carried.

Pres. Wright stated that Miss Lida Hill has resigned (resignation accepted by Executive Committee) and Miss Dora Mead has been employed to fill her place. On motion the employment of Miss Mead was approved by the board.

Pres. Wright also stated that Miss Birdie McKimney has been employed to fill the place of Miss M. M. Comfort who is absent on leave of absence. The employment of Miss McKimney was approved by vote of the board.

Moved by Mr. Hines that Pres. Wright be empowered to employ two teachers to fill the vacancies caused by the leave of absence granted Miss S. J. Davis and Miss Agnes Whiteside, at the salaries not to exceed salaries now paid for these positions if possible to do so. Motion Carried.

The Chair ruled that the Executive Committee shall be elected annually and called for nominations.

On motion of Mr. Ormond Mr. F. C. Harding was re-elected as a member of the Executive Committee.

Dr. E. C. Brooks and Mr. Y. T. Ormond were nominated and unanimously elected by vote of the board.

The Chair also ruled that the Building Committee must be re-elected.

Moved by Mr. McAulay that the Executive Committee and the president of the school shall constitute the Building Committee. Motion Carried.

The following communication was read to the Board:

Elizabeth City N.C. June 2, 1919

Prof. Robt. H. Wright,
Greenville N.C.

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Dear Sir:

As the people of my ward a few weeks ago, made the mistake of electing me one of the aldermen from my ward, I presume this will bar my further sitting on the board of trustees. I regret very much to have to give up my pleasant association with the members of the board, as well as to lose my official connection with the Training School; but under our law, I believe, I am allowed to hold only one office, and will therefore ask you to present my resignation to the board.

I will always take an interest in the school, and will rejoice at its continued growth and advancement.

All my associations with the board of trustees and the officers and faculty of the school have been exceedingly pleasant to me, and I desire to express my appreciation of the uniform courtesy and kindness extended to me.

With best wishes for every member of the board and faculty, and every officer connected with the school, I am with great respect,

Yours truly

(Signed) J. B. Leigh.

On motion and by vote of the board this communication was referred to the Secretary to the Board who was instructed to submit same to the State Attorney-General and ask for his opinion.

Herewith follows the opinion of the Attorney-General:

Raleigh N.C. Sept. 12, 1919

Mr. C. W. Wilson, Secretary,
East Carolina Teachers Training School,
Greenville N.C.

Dear Sir:

The Legislature, Public Laws of 1913, Chap. 170, expressly declared membership of the Board of Trustees of State Schools and Colleges for women not to be a public office but to be places of profit and trust. While we would not be understood as holding that this statute makes any legal or constitutional modification of Mr. Leigh's present trusteeship in East Carolina Teachers Training School, yet it plainly shows the intention of the Legislature that these positions might be held by those otherwise disqualified to hold public office. Under our

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our decisions, independent of this act, the acceptance by Mr. Leigh of the office of city alderman in itself vacated his membership on your board. His duties, however, as a member of the board are purely administrative and advisory. There can be no complaint at his continuing to act and giving you the benefit of his valuable services on the board except in a quo warranto proceeding which can be brought only by the State with consent of the Attorney-General. The instances in the State are so numerous in which the trustee of some State educational institution is an incumbent at the same time of an other public office, that if the strict rule were to be enforced, there would have to be a complete reorganization of all the administrative boards of such institutions. Indeed so far as the State University is concerned, the Board of Trustees would be so emasculated that it would not be practicable to secure a Board of Trustees whose title to such office would be free from this defect. Thus the usefulness of the institution might be materially impaired. It is a matter, however, which must be determined by each individual for himself.

We return herewith the letter of Mr. Leigh.

Yours very truly,

James D. Manning

Attorney General.

The following resolution was read and adopted by unanimous vote of the Board:

Whereas the Board of Trustees of the East Carolina Teachers Training School is composed of only ten members, and

Whereas, the welfare of this institution needs the active co-operation of every member of the Board, and

Whereas, during the past few years it has been difficult to secure a quorum,

Therefore, Be it resolved that the Chairman of the Board of Trustees be instructed to request the State Board of Education, in filling all vacancies in the future, to elect said members upon this condition, viz. That whenever any member is absent two meetings consecutively, he shall be notified by the Secretary of the State Board of Education that he is automatically dropped from the Board of Trustees of the East Carolina Teachers Training School, provided, however, that if said absent member certifies in writing

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to the Secretary of the State Board of Education that his absence is unavoidable, his membership on the Board of Trustees shall continue.

The Joyner School:- Resolved that it is the sense of this Board that the school should have an automobile of reasonable price for the transportation of student-teachers to the Joyner School for observation and practice teaching, and that the purchase of the automobile be made by the Executive Committee. Unanimously adopted.

Moved by Mr. Hines that the Executive Committee be empowered to investigate and ascertain what funds are available for the increase of salaries for next year and that they, in their judgment, make such increases, on the recommendation of the president, as the available funds will justify.

President Wright reported that the Model School building has been completed and that the plant and property now belong in fee simple to the Training School. He stated further that a new statement of the relationship between our Model School and the City schools should be worked out.

Mr. Hines moved that the matter of adjustment of the relations between our Model School and the City school system of Greenville be left to the Executive Committee and the President of this school.

Motion unanimously carried.

Moved by Mr. Hines and seconded that it is the sense of this Board that the school should purchase the plot of land east of the school grounds and that the purchase of same be left to the Executive Committee and President Wright with power to act.
(The 300 ft. front on 5th st.)

Unanimously carried.

The Board meeting adjourned,

E. C. Brooks, Chm.

G. W. Wilson, Secy.

✓ Addenda: Resolved that when the present per diem does not meet the actual expenses of the Members of the Board when attending Board Meeting that a sufficient amount should be added to the expense account to cover the actual expenses.

- Carried.

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Board Meeting

June 1, 1920

The Board was called to order with the following members present: E. C. Brooks, Y. T. Ormoul, J. B. Leigh, F. C. Harding, J. R. Zimmerman, R. B. White and M. B. McAulay. Minutes of last meeting read and approved.

On motion the present Executive Committee was unanimously re-elected. The present Building Committee was also re-elected without dissenting vote. Minutes of the Executive Committee were read for the Board's information. The Chair called for the annual report of the president of the school which was read as follows:

To The Board of Trustees

Gentlemen:

The following young women have completed all of the work prescribed in our two year's Professional Course and are unanimously recommended by our Faculty for graduation. I therefore present their names to you for your approval and request that each be given a diploma.

Class Roll: Gay Leighton Albritton, Annie Lou Alston, Elizabeth Gay Bass, Mary Alice Batts, Gladys Mae Baum, Margarette Blanche Blackley, Lella Ruth Brown, Mariou Butler, Grace Clouinger, Dixie Dale, Ruby Mauteo Daughtridge, Catherine Helen Elliott, Thelma Winslow Elliott, Agnes Shipley Ellis, Lila Dunn Faircloth, Blanche Jones Farabow, Carolina Fitzgerald, Inna Maude Fugua, Ruby Glenn Garris, Ella Marie Gatling, Frances Margueritte Hensley, Minnie Ada Hollowell, Orene Belle Hollowell, Fannie Laura Jackson, Nonie Shew Johnson, Ella Glennora Koonce, Ruth Alice Loy, Roland Blanche Martin, Edith Stevens Matthews, Mildred Ruth Maupine, Ethel May McArthur, Mildred Verna McCarter, Letha Mildred McLowan, Ellen Morrow McIvor, Mary Ruby Mercer, Geraldine Moore, Ollie Julia Moore, Myrtle Arvilla Moore, Bonnie Heath Muse, Pauline Newell, Alma Elizabeth Odom, Virginia Faison Pigford, Martha Anderson Ratcliffe, Julia French Rowe, Callie Lily Ruffin, Ethel Southerland, Minnie Lora Stephens, Helen Johnston Stewart, Annie Eloise Tarkenton, Mary Caroline Teer, Harriette Partridge Thomasson, Mildred Thompson, Mary Jane Tyson, Kathleen Mavoursen Vaughan, Lula Missouri Wade, Frances Pritchette Walker, Zelma Wester, Alice Sium Whitehurst, Linnie Elmira Wommack, Mabel Lucy Wommack, Vera Catherine Wooten, Henriette Augusta Zahniger.

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Last August Misses Millie Harrell, Ferol Little and Glennie Woodard were graduated from this school, making a total number of graduates from this school for 1919 of 77. This year we are presenting 62 names for graduation in June and 4 young ladies, Misses Gertrude Chamberlain, Kathryn Lee Matthews, Janice Meredith Mizell and Annie Belle Quinerly are expecting to graduate in August, making the total number of graduates for this year 66. The dropping off in our graduating class is due to the fact that two years ago a large number of high school graduates went into the public schools without taking training and a year ago another large number began teaching after taking one year of work here. The new regulations of the State Board of Examiners and Institute Conductors are such that it pays one to take the training and our prospects for 1921 are that we will have the largest graduating class in the history of our school.

During the past year we have enrolled in the seven grades of the Model School 216 students represented by the grades as follows:

Grade	Boys	Girls	Total
1	14	18	32
2	18	15	33
3	22	12	34
4	15	16	31
5	16	11	27
6	16	15	31
7	<u>10</u>	<u>18</u>	<u>28</u>
Total	111	105	216

During the summer term of 1919 there were 286 students taught in this school and 90 children in the Model School. This means that during the last twelve months the Training School has taught 877 persons. Ten more than we taught a year ago. The distribution of students is as follows:

In the Model School	306
In the Training School	571

We are today in the midst of the closing exercises of the eleventh year of this school. During this time we have taught in the Training School 6053 students. We have graduated, including the 62 to be graduated at this Commencement 461.

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This has been a very satisfactory year. When the Influenza became epidemic in our state we placed a rigid quarantine on our school, neither letting outside people come in nor students go out. This quarantine was in effect ^{for} practically the entire winter term, in this way we escaped an epidemic. With a total dormitory capacity of 240 students our enrollment this year of 285, just nine more than last year. We are now erecting a wing to the East dormitory and this will increase our dormitory capacity to 300 students. We are hoping to use this addition at the opening of the fall term.

We are in the midst of an educational crisis. To use a quotation found on the front page of the National Citizens Conference on Education: "The school situation is a national menace." In 1918 & 19 we lost in the nation at least 140,000 teachers. They went into more lucrative positions, some at an increase of 100% and many at an increase of 50% in their annual incomes. During the school year now closing the normal schools of our nation have not been able to get more than 80% of their pre-war enrollment. Young people from the high schools are not going to the normal schools in any thing like the numbers that went before the war. This means that there is a very serious shortage of teachers throughout the nation. In North Carolina we prepare annually in round numbers 200 teachers for the schools below the high school and we need each year about 2000 teachers for these schools. This means that we are training only one teacher for every ten we need for the work in the grades. Out of the 12,577 white teachers in our state there are 5733 who have training below the high school. In other words about one half of our children are taught by inexperienced, untrained and inefficient teachers. As long as this condition exists it is perfect folly to speak of giving to the children of our state equal educational opportunities. The hope of our civilization, the stability of our government and the safety of our homes depend upon an educated citizenship. It is true therefore that the schools of America today present a situation that is a national menace. "A nation is as great as it is educated." "The richest and most powerful nations are those who have the best school systems, and they have not established good school systems because they are rich and powerful, but they are rich and powerful because

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they have established good school systems. Wherever there is adequate provisions for education, there are found successful governments, great industrial efficiency and large national wealth." (War Loan Organization). Therefore the dollar spent by our state in education will count for more than any other dollar spent by our state.

North Carolina does not have enough institutions of higher learning to educate the boys and girls who wish to attend these institutions. Last fall over 1400 boys and girls were left at home because the institutions of higher learning could not take care of them. It is absolutely imperative that the State enlarge its institutions and it should multiply its teacher training facilities many times over. This school last year, for the lack of room, refused admission to over 300 applicants. Every girl we turned away for the lack of room means 25 or 30 children in N.C. will not be educated as well as they would have been had we taken these students and prepared them to teach our children. I must urge you therefore to use every possible effort to see to it that our school has sufficient appropriation to double our capacity at the earliest possible date. Our children are growing up not properly prepared for the responsibilities of citizenship simply because our state has not provided the necessary means to train the required number of teachers.

The responsibility that rests upon this generation for the education of the children of today is greater than the responsibility that has ever rested upon any previous generation. The world will look back upon this testing period with approval or condemnation in the proportion with which we meet our obligations. If we do not save the present generation of children and save them through proper education the civilization of the world will be bound to go backward and we will be responsible. The trying time of the world war was not when the armies faced each other on the battle lines of France, but it is today when we are adjusting ourselves to the new order of things. Let me urge you to use every possible effort to see to it that North Carolina does her part by the children of today.

I am pleased to report to you that the work of our

6-1-20

teachers and officers for the past year has been entirely satisfactory and I recommend that each be re-elected.

Respectfully submitted

Robert H. Wright, Pres.

On motion the Board recommended that the schools diploma be granted to the young ladies recommended in the Presidents report. Carried

On motion the Presidents report as a whole was approved and adopted which carries with it the election of officers and teachers. Carried.

President Wright made a statement in regard to the enlargement of the plant in the erection of a wing to the East dormitory which is now under construction. He also referred to the enlargement and changes proposed in the Administration building by the State Building Commission. These enlargements had to be abandoned on account of the lack of the necessary funds after the erection of the wing to the East dormitory.

He further stated that some work must be done on the Model School on account of a crack which has come in the northeast corner of the building. The Building Commission is planning to construct a secure foundation under which they found a strata of quick sand. The Building Commission proposes to begin work on this foundation now in a few days. Pres. Wright also called attention to the heating system which must have attention and repair. All this was left to the Building Committee.

Pres. Wright recommended that the Board erect a home, on the plot of land just purchased east of the school grounds, large enough to accommodate the members of the faculty. He also recommended the erection of homes to be rented to the employees.

Moved by Mr. Ormond and duly seconded that in our report to the Governor we ask that these buildings be erected and that they be included in the appropriation. Carried unanimously.

Moved ~~by~~ ^{that} F. C. Harding ~~and seconded~~ be instructed to have the law restricting the course of study of this school repealed. Motion carried.

Pres. Wright recommended that the course of study of this school be so changed as to provide the professional training necessary for the teachers to secure the highest grade of certificate as provided in the new Teacher-Training program and salary schedule as proposed by the State Department of Education. By common agreement after discussion this matter was deferred until a subsequent meeting and the Executive committee was asked to make a more detailed report

6-1-20 of conditions, needs &c.

The Board recessed for dinner.

After dinner.

On motion the purchase of furniture for the wing of the dormitory now under construction was left to the Building Committee.

Pres. Wright made a verbal recommendation that the present relationship which exists between the Model School and the Greenville Graded school: namely, this school furnish the building and the teachers and the town furnish heat, light, water, janitor &c be continued and approved as this schools policy.

It was moved that this recommendation be adopted. Carried unanimously.

Pres. Wright read a communication from the Poe Literary Society presenting to the school a motion picture machine. This gift was accepted with thanks by a unanimous vote of the Board.

Pres. Wright read the resignation of Mrs. Virgie Lee Summiller. It was moved that the resignation be accepted by the Board with an expression of appreciation conveyed by Pres. Wright. Motion carried.

Teachers salaries. Pres. Wright stated that there is no money in the treasury with which to increase salaries but in face of the conditions that prevail he recommended that the Board assume the responsibility and borrow enough money to make a raise of 25% on salaries.

Moved by Mr. Harding and seconded by Mr. White that the salaries of the teachers be increased by an amount not to exceed 25% of the present salary budget and that the Executive Committee be authorized to distribute and fix said increases in such way as the committee and the president of the school may deem wise.

Unanimously carried.

On motion of Mr. Ormand duly seconded Robt. H. Wright was re-elected president of the school by unanimous vote of the Board.

Moved and seconded that the fixing of salaries of the employees of the school be left with the president of the school and Mr. Harding with power to act. Unanimously carried.

Adjourned

E. C. Brooks, Chm.

C. W. Wilson, Secy.

11-4-20

Board Meeting, Nov. 4, 1920

The Board was called to order by G. F. Ormond, Chm. Pro. Tem with the following members present: G. F. Ormond, A. McDowell, J. R. Baumerman, F. C. Harding and J. W. Hines.

The Chair asked Pres. Wright to explain the reason for calling the meeting for today. In response Pres. Wright read a letter from Gov. Dickert which set forth the need of fixing a financial budget for the school.

Minutes of last meeting read and approved. The Chair called for the biennial report of the president of the school which was read as follows:

Seventh Biennial Report of the President of East Carolina Teachers Training School.

Nov. 4, 1920

To the Board of Trustees,
Gentlemen;

The school years 1918-1920 cover a period of readjustment following the world war and in many respects they have been the most uncertain years in our history. The markets have been so unstable that it has been impossible to tell what to buy or when to buy. It has also been impossible to forecast what charges to make to students and therefore we have been at a loss to know what to recommend to you in all matters that deal with money. But with all this uncertainty these have been years of unprecedented prosperity for our school. Such times as a rule do not stimulate young women to prepare for the profession of teaching. Yet we have been forced to refuse admission to a large number of applicants for the lack of room. Our enrollment has not materially increased during this biennial, simply because we could not take more students. The new dormitory that is now nearing completion will enable us to take 60 students more than heretofore. 311 have been enrolled this fall and our capacity is barely 300. Give us accommodation and we will give the state teachers. The following is our enrollment by years since the school was opened.

(See over)

	Reg. Term	Summer	Total	Twice	net enrollment.
11-4-20 1909-1910	174	330	504	42	462
1910-1911	227	300	527	29	498
1911-1912	235	359	594	26	568
1912-1913	252	322	574	20	554
1913-1914	251	328	579	19	560
1914-1915	295	394	689	20	673
1915-1916	295	398	691	20	671
1916-1917	307	353	660	15	645
1917-1918	325	273	598	12	586
1918-1919	278	286	564	20	551
1919-1920	285	292	577	20	557
					<u>6,325</u>

Health conditions:—Our record for health has been a remarkable one. In the eleven years that our school has been in operation we have never had a death. During 1919 we had a severe epidemic of Influenza but did not have a case of pneumonia. Last year when the epidemic broke out in our school, we put the school under a rigid quarantine and we were fortunate enough to escape the epidemic. We did not have a case of influenza.

Donations: Our motto is: "To Serve". This spirit has found lodgment in the hearts of our students as is clearly manifested by the donations they have left to the school from time to time. Following is a list of the donations the school has received:

Class of 1911	\$112.50
Class of 1912	200.00
Class of 1913	200.00
Class of 1914	210.00
Summer Term of 1912	45.00
" " " 1913	17.00
" " " 1914	21.00
Class of 1915	210.00
Class of 1916	205.00
Class of 1917	400.00
One Year Class of 1917	15.00
Class of 1918	500.00
Class of 1919	500.00
Class of 1920	1000.00 in cash & bonds for interior decoration of Administration Building.

11-4-20

For books in Library by Summer Term 1911.

\$2.50

The Delon Abbott Memorial Loan Fund by Mrs. Delon Henry Abbott
\$2,500.00

Pitt County Federation of Womens Clubs \$2,500 for a Scholarship.
This is our only endowed Scholarship.

The Educational Outlook. We are in the midst of an educational crisis in our State and in our nation. To use a quotation found on the front page of the National Citizens Conference on Education held in Washington D.C. last spring "The school situation is a national menace." In 1918-1919 we lost in the nation at least 140,000 teachers. They went into more lucrative positions, some at an increase of 100% and many at an increase of 50% in their annual incomes. In North Carolina we prepare annually, in round numbers, two hundred teachers for public schools and we need two thousand. This means that we are training only one for every ten we need. Out of 12,577 white teachers in our state there are 5,733 without high school training. In other words about one half of our children are taught by untrained and inefficient teachers. So long as this condition exists it is perfect folly to speak of giving equal educational opportunities to the children of our State.

The hope of our civilization, the stability of our government, and the safety of our homes depend upon an educated citizenship. It is true therefore that the schools of America today present a situation that is a national menace and North Carolina is in the lower half of our state systems, so far as trained teachers and the amount spent per capita per pupil is concerned.

"A nation is as great as it is educated." "The richest and most powerful nations are those with the best school systems, and they have not established good school systems because they are rich and powerful, but they are rich and powerful because they have established good school systems. Wherever there is adequate provision for education, there are found successful governments, great industrial efficiency and large national wealth." (War Loan organization). Therefore the dollar spent by our State for education will count for more than any other dollar spent by our State.

The responsibility that rests upon this generation for the education of the children of today is greater than the responsibility that has ever rested upon any previous generation. The world will look back upon this testing period with approval or condemnation in the proportion with which

11-4-20 we meet our obligations. If we do not save the present generation of children and save them through proper education the civilization of the world will be bound to go backward and we will be responsible. The trying time of the war was not when the armies faced each other on the battle lines of France, but it is today when we are adjusting ourselves to the new order of things.

There are many encouraging signs in our state today. Last summer we had over 50% of our white public school teachers taking from six to eight weeks training. The new salary schedule is a stimulus to our young women to take training for teaching. Now for the first time in our state's history it pays to prepare for the work.

Our Place in the State Scheme:- This school holds a rather unique place in the state's educational scheme. It is the only school in the state with the one purpose of training teachers for the public schools. We are bending our every energy to this one purpose. We are not attempting to train for work above the grades. In the state scheme we are not meeting the requirements in the grades and can never meet these requirements until we put in a four-year course of study, for the highest primary certificate and the highest Grammar grade certificate call for four years beyond the high school course. This school must be allowed to fulfill its mission.

Building Operations: A. Model School. Since our last report the Model School has been completed. After using this building for one year the foundation under the north end gave way. We continued to use the building until school closed last spring. The north end was then torn down and the foundation laid on piles and the building repaired. We are now using this building and do not anticipate further trouble on account of foundation.

B. East Dormitory. The East Dormitory has had a wing added on the east side completing this dormitory unit, and enlarging our capacity by sixty students. This work is not yet completed. The contractors promised me the use of the building by the time school opened this fall, and so I took enough students to fill the building. Since school opened in September these young women have been crowded into our old rooms, making three and four students in rooms that were built for only two.

C. Administration Building. We have rearranged the front

corridors of the Administration Building giving more space near the main entrance, changing the Treasurer's office, and building a waiting room for visitors, an office for the Secretary and an office for the President. We have moved the Library to the north west corner room. In the basement the space under the north end of the building was not being used. Here we have provided three additional class rooms, a large store room, a vault for records, a stationery room and a school post office, thus utilizing all the available space in the basement of this building.

D. West Dormitory. When the school was first opened inadequate provision was made for parlors. The need for these parlors has been acute for several years. During the summer we have prepared parlor space in the west dormitory that we think will be ample for the school until the enrollment reaches five hundred. We have not purchased the furniture for the parlors in the west dormitory now for the offices in the Administration Building.

E. Heating Plant. Last April the steam main that furnishes heat to all the buildings gave way. This necessitated rearranging our heating mains. The State Building Commission sent their engineers here and they drew up the plans for reinstalling these pipes. This work is now going on and it will take until some time in December to complete it. The buildings are fairly comfortable now, and we hope by the time cold weather comes to have the plant working sufficiently well to keep the buildings comfortable.

F. Hot Water. Something over a year ago our hot water system gave out completely and we have had a circulating system installed. This was done, as was all the building and alterations, under the direction of the State Building Commission. The hot water system

is very satisfactory.

The cost of all this work has taken all the funds available for building and we have a debt of several thousand dollars. We cannot tell exactly where we stand financially, as much of this work, from its nature, had to be done on the cost plus basis. The Executive Committee has requested the Council of State to provide the funds for repairing the heating plant and for the work done on the foundation of the Model School, as these items were extraordinary charges due to unforeseeable causes. We have not heard from the request for these funds.

Additions: - For the growth of the school the following items are needed. I have gone over these items carefully with the State Architect and the estimates of the cost in each case is the result of our conference.

- | | |
|--|--------------|
| Item 1. Addition to the Administration Building adding class rooms, music rooms, toilet rooms, improving the stage and improving the Domestic Science department | \$150,000.00 |
| Item 2. Teachers' Apartment house and Dormitory | 100,000.00 |
| Item 3. New Library Building | 100,000.00 |
| Item 4. Building and equipment for Physical Training and gymnasium | 75,000.00 |
| Item 5. Remodeling the power and heating plant and enlarging power house, rearranging and furnishing new electric equipment | 75,000.00 |
| Item 6. Six Cottages for employees | 30,000.00 |
| Item 7. Improvements to the grounds paving roads through the grounds that is used for heavy hauling | 15,000.00 |
| Item 8. Furniture for Administration Building and Dormitory | 25,000.00 |
| Item 9. Fire Protection | 15,000.00 |
| Item 10. Enlarging Dining Room and serving pantry, kitchen and bakery | 85,000.00 |

Item 11. new Dormitory for 220 students	220,000.00
Item 12. Dairy and land for same	75,000.00
Total	\$965,000.00

This will give us a school with a capacity for housing and teaching 550 students. I can get the students here before you can have the buildings erected. The need for trained teachers is so great that North Carolina cannot afford to refuse the request for enlarging this school. We cannot wait, because our children are growing up in ignorance while we debate the question of providing adequate teacher training facilities. We must go forward.

Respectfully submitted

Robt. H. Wright, President.

Moved by Mr. McDowell and seconded by Mr. Hines that the President's report be approved and accepted.

Unanimously carried.

By unanimous vote, the Board authorized a four-year College Course in Teacher Training for this institution. Moved by Mr. Hines and seconded by Mr. McDowell that the Executive Committee be authorized and instructed to act for the Board in prescribing and adopting the four-year Course of Study.

Unanimously Carried.

Moved by Mr. Hines and seconded by Mr. McDowell that it is the sense of this Board that this school withdraw from the Central Purchasing Committee.

Motion Carried.

The Board recessed for dinner.

Afternoon.

The Board reassembled and took up the question of the Budget for the maintenance of this school, same to be sent in to the State Budget Committee. After a full and detailed discussion of the absolutely necessary expenditures necessary for maintenance, the Board agreed upon \$95000.00 as the minimum. On motion of Mr. Hines, seconded by Mr. McDowell, Pres. Wright

was authorized to itemize the \$95,000.00 for maintenance and then to ask for a contingent fund of \$10,000.00.

Unanimously carried.

Moved and seconded that the Director of the Summer Term be allowed a sum not to exceed \$10,000.00 for the maintenance of the Summer Term.

The Report of the Director of the Summer Term was read by President Wright. On motion, duly seconded, the Report was accepted.

The Report follows:

The organization of the work of the 1920 Summer Term was materially modified to make the work of this school conform to the State's new scheme of teacher training and certification of teachers. Two distinct schools were necessary this summer, viz. the State or Refurnished Summer School and a County Summer School. The State Summer School took care of teachers who already hold a State Certificate and graduates of standard high schools who have not taught. Students with lower qualifications and training took work in the County Summer School.

The total enrollment for the summer was 293 - 292 women and 1 man. Practically all these remained throughout the entire term. 204 were registered in the State Summer School and took work in our regular courses with the following class distribution: 6 did senior work, 150 did junior work and 37 did academic work to meet the academic requirements for State Certificates. In addition to the above work, courses in Administration, Elementary Supervision and Community Leadership were given. 9 young ladies enrolled for this work. Several members of the Summer Term faculty also took advantage of these courses. In the judgment of all this work was well worth while and should be continued.

The Palmer System of Handwriting was given again this summer and occupied a regular place on the schedule twice a week for the entire term.

The County Summer School, conducted for Bilt County, was in session six weeks and 89 students registered. The course of study was prescribed by the State Board of Examiners and took the place of our F course, which has been given heretofore. 19 students, graduates of one and two teacher high schools, took an eight weeks' County Summer school course, and in this course our junior work was given.

Special short courses, independent of our regular schedule, were given in Social Hygiene, Heredity, Thrift, and Citizenship.

Misses Gertrude Chamberlain, Katie Lee Matthews, Janice Myelle and Annie Belle Guinerly completed the work of our regular course and were awarded the school's diploma at chapel on the morning of July 30, with special exercises.

67 children - 34 boys and 33 girls, not counted elsewhere, were taught by three teachers in the Greenville High School building because our Model School Building could not be used at that time. The number of observations was not as large as usual because of the unsettled condition of the State's certification scheme, but these observations are indispensable in the work of the Summer Term.

The transition from the old to the new certification scheme caused considerable confusion among the student-teachers because a great many of them did not know just what was necessary to renew or raise the class of their certificate, but the new scheme and the salary schedule have

given a decided impetus to professional training and the teachers are now conscientiously working to equip themselves for better service as well as for better salary. The faculty and students both fall in line with the spirit of the new scheme with remarkable cheerfulness and enthusiasm, and every phase of the summer's work was most gratifying.

In the light of existing educational conditions, of the new teacher training and certification scheme, and of the demand of the graduates of this school for further training which will enable them to raise the class of their certificate, it seems to me that the time is ripe and the demand imperative for this school to put on an additional course of study to cover a period of two years more, and thereby conform to the present State policy.

Respectfully submitted,
C. W. Wilson, Director.

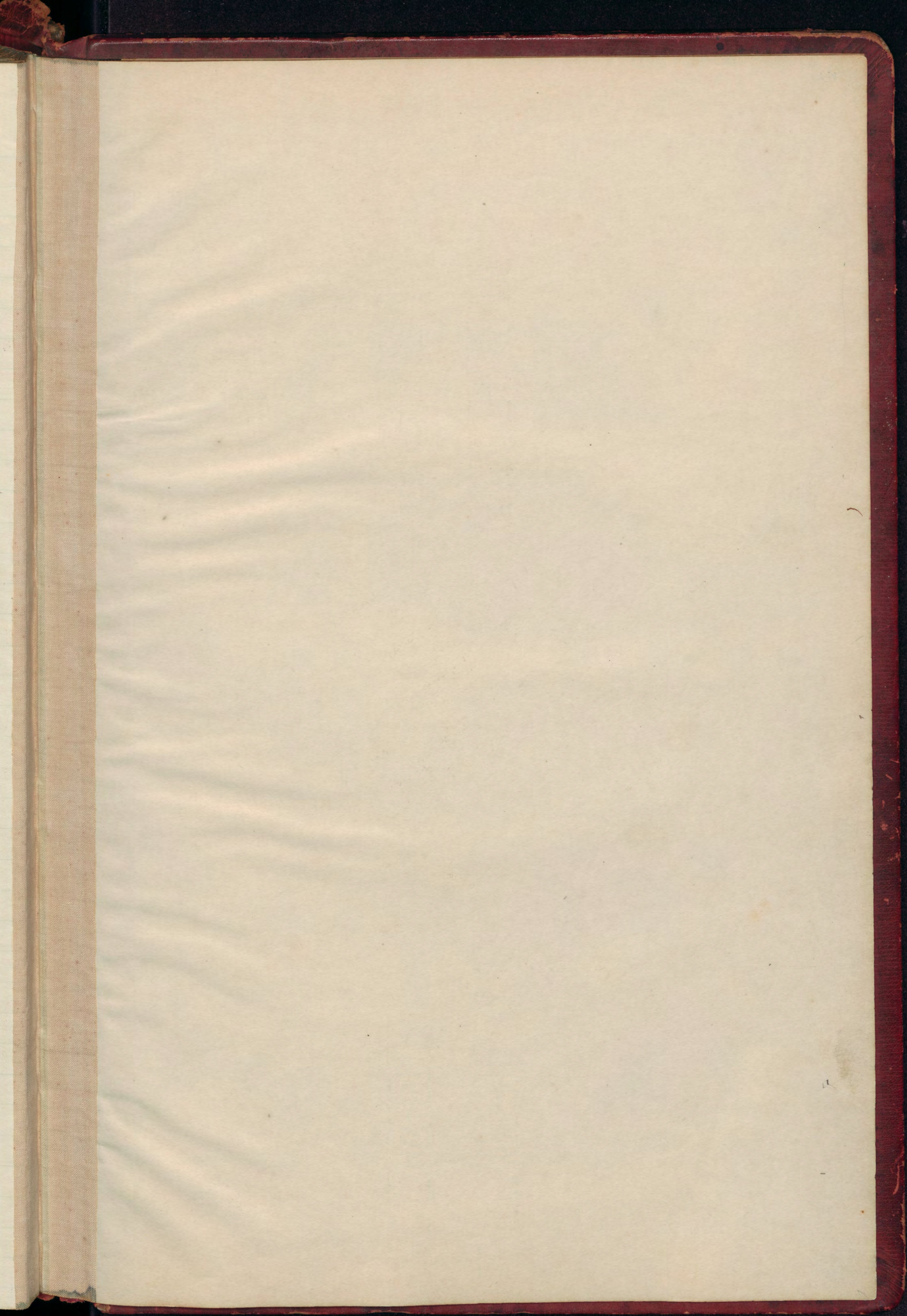
It was moved and seconded that the amount now due on the purchase price of the triangular plot of land east of the school grounds and touching Fifth Street be paid out of the appropriation for this year.

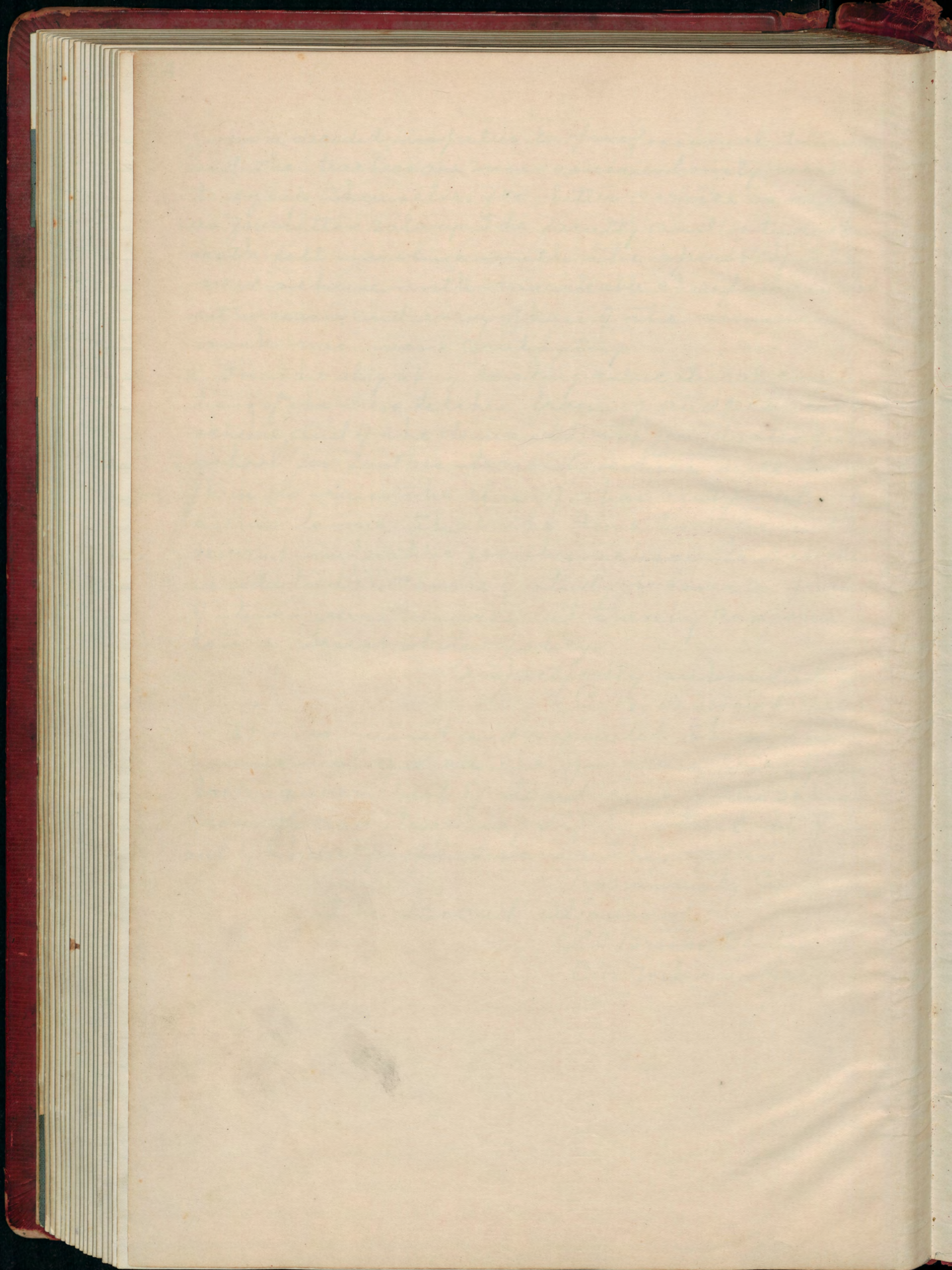
Unanimously Carried.

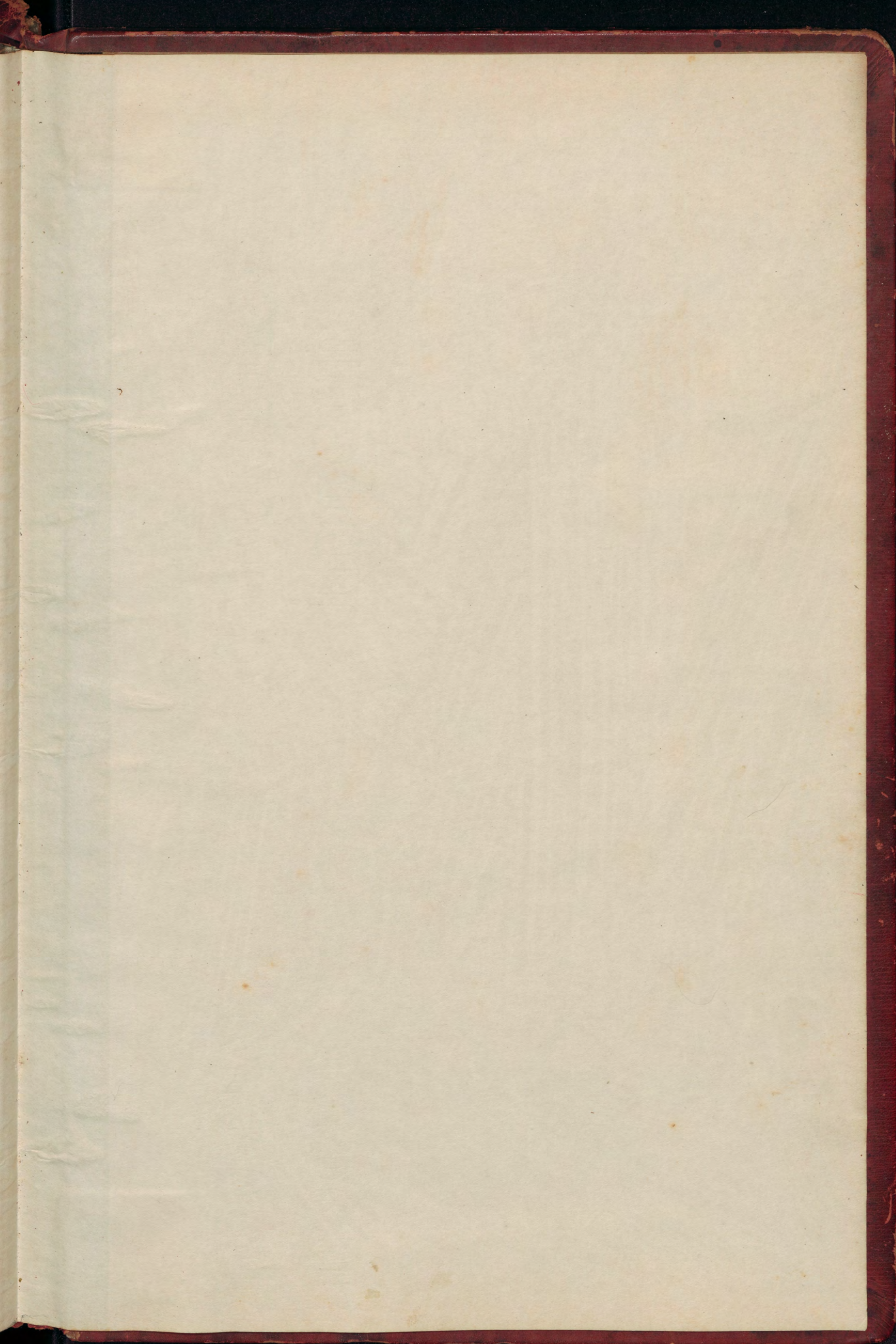
The Board Adjourned.

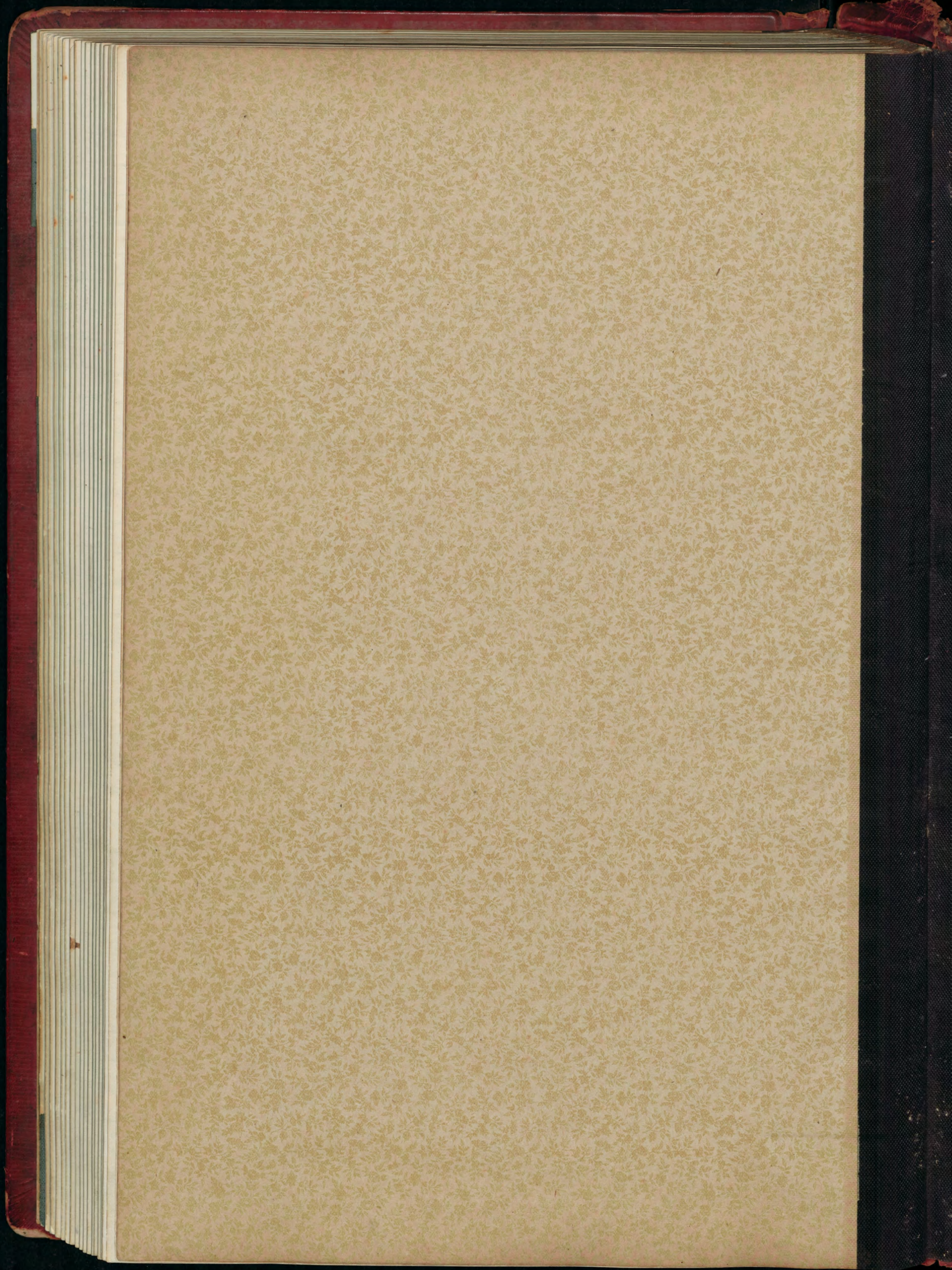
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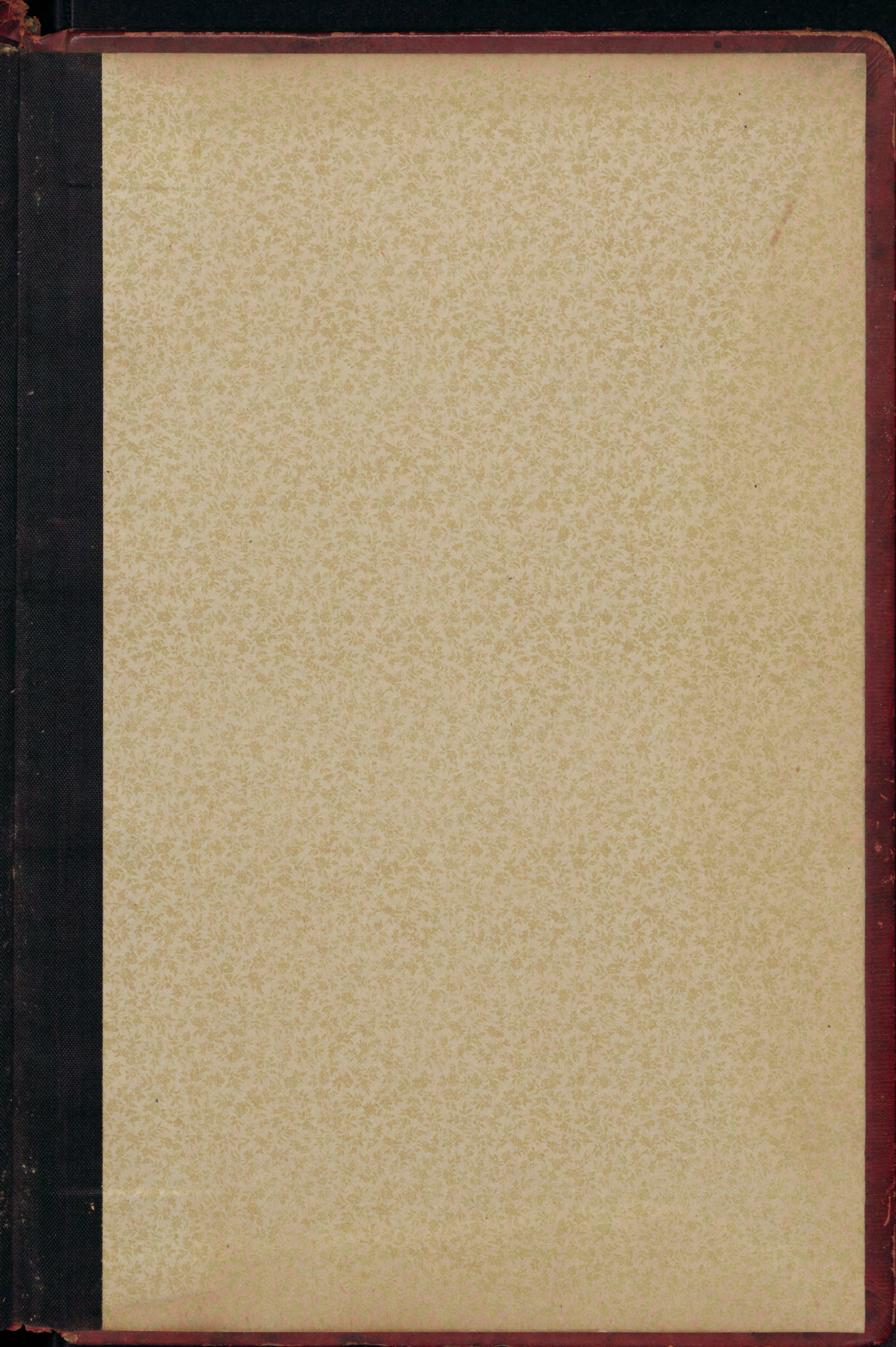
C. W. Wilson, Secy.

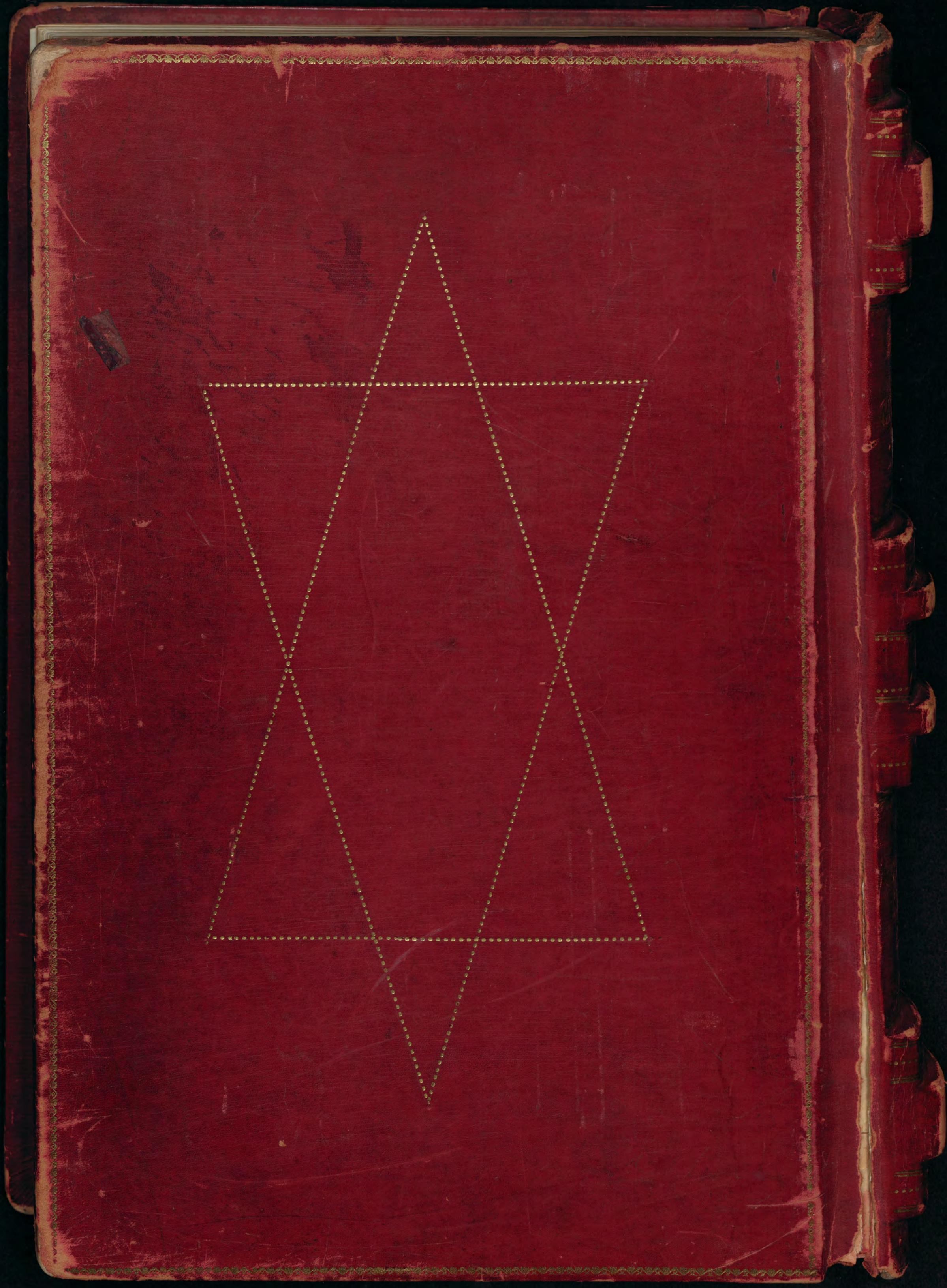












1-7-16

On motion Pres. Wright was authorized to fill these two vacancies at a salary not to exceed the salaries now paid.

Dr. J. G. Joyner read the report of the Executive Committee as follows.

Greenville N. C. Jan. 7, 1916

To the Board of Trustees

East Carolina Teachers Training School:

Since the last meeting of your Board your Executive Committee has held three meetings on the following dates, July 7, October 12, and November 19, 1915. The following is a summary of the business transacted by your Committee at these meetings as will appear in detail from the minutes of each meeting found in the Minute Book of the Executive Committee:

At the meeting on July 7, by virtue of authority vested in the Executive Committee at the meeting of the Board on April 3rd 1915, the contract for the completion of the present Dining Room, and the contract for the new Kitchen according to plans and specifications of the architects, including the tile roof for the Dining Room, was awarded to E. H. Evans of Greenville, for the sum of \$6800⁰⁰, his being the lowest bid. After careful consideration the Committee was of the opinion that as the Dining Room was already entirely too small for the accommodation of the students in attendance the new Kitchen was an absolute necessity, and that by erecting it at this time at least \$1000⁰⁰ could be saved to the State in the cost of the same, in the opinion of the architect and of your Committee.

The bid for the work, exclusive of the tile roof, was \$5800⁰⁰, but after careful consideration it was deemed necessary and economic for the protection and appearance of the property to contract for the tile roofing at an additional expense of \$1000⁰⁰.

At the meeting on Oct. 12, the President was authorized to employ an additional teacher for Voice, for part time, for the remainder of the year, at a salary not to exceed \$350⁰⁰ in order to carry out with the present students the promise made in the catalog of 1914-1915.

The compensation of the assistant to the Lady Principal was increased from \$25⁰⁰ to \$30⁰⁰ per month.

1-7-16

The President was authorized to secure bids for installing additional radiators for heating sufficiently, the enlarged Dining Room and Kitchen, and also to secure bids for screening the same.

At the meeting of Nov. 19, all the work on the new Dining Room and Kitchen was carefully inspected by the Committee and the Architect, and received. Extras amounting to \$450.95, after careful examination and upon recommendation and approval of the Architect, were allowed for an additional porch to the Kitchen, and a room for pantry and office for matron, the installation of an iron sewer pipe under the basement, and minor additional extras, all of which would appear in the itemized statement and marked "Exhibit A," and filed.

The bill for extra plumbing was referred to the Architect and the President for careful examination, with power to adjust and settle the same. This was subsequently settled for \$206.00.

The bid of S. T. Hicks of Greenville, for additional heating of the Dining Room and Kitchen, and for the gilding of all the old radiators, for the sum of \$227.50, being the lowest bid, was accepted and the execution of the contract with him for the same was authorized.

J. Y. Joyner, as Chairman of the Executive Committee, was authorized and directed to execute the notes of the Institution for \$2500.00 for money for the payment of the balance due under the contract with E. H. Evans for the Dining Room and Kitchen.

The following is a brief statement of the receipts and disbursements for the work done under the direction of the Executive Committee since the last meeting of your Board:

Disbursements.

Contract with E. H. Evans	\$6800.00
Extras allowed on this contract	450.95
Extras for plumbing	206.00
Outstanding contract for heat	227.50
Architect's fees on this contract	377.54
Total	<u>\$8061.99</u>

Receipts

From Insurance	3457.01
Greenville Banking & Trust Co. (on note)	2500.00
From Maintenance Fund	2104.98
Total	<u>\$8061.99</u>

Respectfully submitted

J. Y. Joyner }
G. F. Armour } Executive Committee