



M.E. Grenander Department of Special Collections & Archives

Capital Area School Development Association; Records apap065

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English

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Summary Information

Repository:	M.E. Grenander Department of Special Collections & Archives
Creator:	Capital Area School Development Association
Title:	Capital Area School Development Association (CASDA) Records
ID:	apap065
Date [inclusive]:	1949-1991
Physical Description:	5 cubic ft.
Physical Location:	The materials are located onsite in the department.
Language of the Material:	English
Language of the Material:	English
Abstract:	CASDA is cooperative organization among public and private schools and the University at Albany's School of Education to facilitate programs for school employees.

Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, Capital Area School Development Association (CASDA) Records, 1949-1991. M.E. Grenander Department of Special Collections and Archives, University Libraries, University at Albany, State University of New York (hereafter referred to as [shortened name]).

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Administrative History

The Capital Area School Development Association (CASDA) is a cooperative organization among public and private schools and the University at Albany's School of Education. Through programming, CASDA provides professional development for administrators, teachers, and school support staff. It is a voluntary self-governed association managed by an executive committee and chief school administrators.

Its purpose is to facilitate programs for school employees. Finance is acquired through membership and the University.

CASDA was first suggested by a group of Schoharie County principals and school officials. Representatives from Schoharie and other schools met periodically in Albany, New York with faculty at the New York State College for Teachers to discuss changes in education and school affairs. The group aimed to network the college with public school teachers and administrators to introduce new philosophies, curriculum, and ideas. The group first convened as CASDA on October 6, 1949, and formed a study council to examine educational needs. Frank W. Frederick, Ph.D., chose the name of the organization, and a ten-member executive committee was formed to manage the association's operations at Milne Hall on the college's campus. CASDA organized during a period when education and the school experience was rapidly changing as a result of post-war expansion. Teachers wanted more development and professional services, and administrators felt a need for research and field services. The college provided these services to village, rural and city school personnel. CASDA's main purpose at the time of its inception was to create a link between K-12 teachers and the college to advance all aspects of education. The State Teacher's Colleges at Albany and Oneonta provided professional seminars. During its first few years of operation, CASDA mostly provided in-service programs for its members or to employees of schools who paid an annual fee to the association. Some of the first programs included television and radio workshops (1954-1957). In 1949, eighteen school districts had joined and CASDA's budget was \$2,000. By 1950, thirty-seven schools had joined and by 1968 fifty had joined. Membership cost \$.10 per pupil per school and the budget was \$33,400. By 1970, BOCES schools became CASDA members. Seventy-three schools from eleven counties belonged to CASDA by 1986.

The executive committee consisted of administrators from the State Teachers College and local school administrators. Between four and twelve staff members and researchers also served CASDA before the 1980s. The first executive director was Joe Leese, 1949-1952. Other executive directors include Don Denley, 1953-1967; Bernard Bryan, 1967-1970; Al Farnsworth, 1970-1976; and Greg Benson, who took office in 1976. CASDA received federal funding for "Project B" in 1964 to study education in the region. In 1967, CASDA moved to the New York State Education Building in Albany, and in 1971 the association was chartered by the State Education Department. CASDA continued to organize conferences and seminars, and continued to form study councils. The council researched salaries, employee insurance issues, school budgets, and the economics of building construction. New programs included computer education and library media seminars. CASDA held annual administrative meetings, and annual conferences for first-year teachers, executive secretaries and custodians.

In 1986, the CASDA board consisted of ten members. Four staff members ran day-to-day operations with graduate assistants to support staff. In 1991, CASDA studied the problems of area schools and served 125 school districts with continuing education seminars. CASDA organized conferences for educators, school board members, and administrative staff. In 2006, Gregory Aidala was executive director, and CASDA was considered the third largest educational association in the United States. It is located on the East Campus of the University at Albany, in Rensselaer, New York, and is a study council of the University at Albany's School of Education.

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Scope and Contents

The collection documents the history of the association's management, activities, and programs from 1949 to 1991. Records include administrative papers, meeting minutes, and operations files of CASDA, published reports and newsletters, and conference programs and materials. The bulk of the collection contains publications and published reports from 1950 to 1970. The collection includes administrative records, publications, and reports of CASDA. Materials were kept by Edwin P. Adkins, Ph.D., who served from 1953-1963 as chairman of education at the New York State College for Teachers, which is now the University at Albany's School of Education.

Included in the administrative files series are minutes, programs, and materials from the annual CASDA meeting, minutes and memos from the administrative and executive committee conferences, and materials from general and regional meetings. The administrative papers also contain a history of the association, constitution and by-laws, financial records (1950-1969) and annual reports (1955-1960). This series contains annual calendars of CASDA events (1951-1962). There are letters, memos, and bulletins from the executive director (1960-1979). The administrative files contain documents related to studies and surveys conducted by CASDA's study council. Council minutes, research materials, and documents include examinations on teacher salaries, health insurance and benefits, public school opinion polls, and teacher promotion policies. There are also materials on special studies such as the Citizens Action Program (1953-1955). Publications include *Casdaids*, the association's newsletter (1949-1986) and the one-page leaflet, *CASDAGram* (1961, 1971-1988).

The bulk of the administrative files have documents related to seminars and conferences organized by CASDA from 1950 to 1965. Seminar materials related to curriculum and teacher development include topics such as elementary, junior high, high school, higher education, and adult education. There are materials for gifted and exceptional children, language arts, library education, moral and spiritual education, mental health, and disabled students. There are several documents relating to the professional development of non-teacher school staff. These include materials on the annual custodial and secretaries conferences. There are documents on school business management, and materials from school board clinics (1953-1973) and school law conferences (1953-1991).

There are three cubic feet of reports which date from 1950 to 1986, with most from 1950 to 1965. The bulk of the reports and publications address issues related to school administration and management, such as salary studies, teacher improvement, school law, student dropouts, school policy, and information for school board members. There are numerous CASDA survey reports. There also are reports and booklets for teachers on topics such as reading, economics, independent learning, and language arts. There are also booklets for non-teacher school staff such as handbooks for custodians and secretaries.

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Arrangement of the Collection

The collection is organized as follows:

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Administrative Information

Publication Statement

M.E. Grenander Department of Special Collections & Archives

Revision Description

EAD file created Encoded in EAD by Conversion and encoding by ArchProteus 2014 2015

Processing Information

Processed in 1973-2006 by Tricia Barbagallo (February 2006), Box and Folder List Assistance by Kayla Misner.

Acquisition Information

The items in this manuscript group were transferred to the University Libraries, M. E. Grenander Department of Special Collections and Archives, from the University Library's Education Bibliographer, via the Curriculum Library, by Susan Smith, Ph.D., in the spring of 1972.

Access

Access to this record group is unrestricted.

Copyright

The researcher assumes full responsibility for conforming with the laws of copyright. Whenever possible, the M.E. Grenander Department of Special Collections and Archives will provide information about copyright owners and other restrictions, but the legal determination ultimately rests with the researcher. Requests for permission to publish material from this collection should be discussed with the Head of Special Collections and Archives.

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Related Materials

Related Materials

Related collections in the M.E. Grenander Department of Special Collections and Archives include the records of the School of Education (UA-650) and the Office of the President (UA-000). Additional related material can be found in the subject guides for Education and University at Albany, SUNY Administrative Records.

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Controlled Access Headings

- Schenectady, New York
- Education
- Albany, New York
- Schools -- New York (State) -- Albany
- Schools -- New York (State) -- Schenectady
- Schools -- New York (State) -- Troy
- Schools -- New York (State) -- Saratoga Springs
- School superintendents -- Training of -- New York (State)
- School management and organization -- New York (State)
- Capital Area School Development Association..
- State University of New York at Albany. School of Education

Collection Inventory

Administrative Files, 1949-1991

Date [inclusive]: 1949-1991

Physical Description: 2 cubic ft.

Scope and Contents

This series consists of materials relating to the daily and administrative operations of CASDA and information on the association's programs and research. It also contains two publications produced by CASDA. Most of the administrative papers relate to programs and date from the 1950s and 1960s.

Arrangement

Arranged alphabetically.

Administrative Files, 1950-1987

Date [inclusive]: 1950-1987

Physical Description: 0.75 cubic ft.

Scope and Contents

These records document activities of the executive committee and CASDA staff, and relate to annual meetings attended by CASDA staff and school members. Other items found in the series include budget and finance reports, meeting minutes and programs, CASDA surveys, constitution and by-laws, organizational charts, and mission and history. There are records from special committees and study groups. There are news clippings, and some press releases. There also are publications CASDA collected from the Capital Area School Board Institute (1959-1985).

Title/Description	Instances	
Activity Report, Program <u>Date [inclusive]</u> : 1983-1984 <u>Date [inclusive]</u> : 1985-1986 <u>Date [inclusive]</u> : 1986-1987	Box 1 (1-Administrative Files)	Folder 1
Administrative Seminars and Meetings, Memos, Minutes, Announcements <u>Date [inclusive]</u> : 1952-1955	Box 1 (1-Administrative Files)	Folder 2
Administrative Seminars, Meetings, Memos <u>Date [inclusive]</u> : 1956-1985	Box 1 (1-Administrative Files)	Folder 3
Administrative History and Mission <u>Date [inclusive]</u> : ca. 1970-1984	Box 1 (1-Administrative Files)	Folder 4
Annual Meeting Programs <u>Date [inclusive]</u> : 1953-1983	Box 1 (1-Administrative Files)	Folder 5
Annual Report of Activities and Programs <u>Date [inclusive]</u> : 1955-1956 <u>Date [inclusive]</u> : 1958-1960	Box 1 (1-Administrative Files)	Folder 6
Behavioral Change Committee, Behavioral Change Teaching <u>Date [inclusive]</u> : 1952-1955	Box 1 (1-Administrative Files)	Folder 7
Business Management and Accounting Programs		

<u>Date [inclusive]</u> : 1955-1984	Box 1 (1-Administrative Files)	Folder 8
Calendar of Activities, Programs, Meetings <u>Date [inclusive]</u> : 1951-1962	Box 1 (1-Administrative Files)	Folder 9
Capital Area School Board Institute Pamphlets <u>Date [inclusive]</u> : 1959-1985	Box 1 (1-Administrative Files)	Folder 10
<i>Casdaids</i> Editorial File <u>Date [inclusive]</u> : 1951-1957	Box 1 (1-Administrative Files)	Folder 11
Citizens Education Project <u>Date [inclusive]</u> : 1953-1955	Box 1 (1-Administrative Files)	Folder 12
Community Studies Project <u>Date [inclusive]</u> : 1952	Box 1 (1-Administrative Files)	Folder 13
Constitutions and By-laws <u>Date [inclusive]</u> : 1954-1979	Box 1 (1-Administrative Files)	Folder 14
Economics of School Building Construction <u>Date [inclusive]</u> : 1955	Box 1 (1-Administrative Files)	Folder 15
Evaluation Meeting <u>Date [inclusive]</u> : 1959	Box 1 (1-Administrative Files)	Folder 16
Executive Committee Meeting Minutes, Programs <u>Date [inclusive]</u> : 1950-1965	Box 1 (1-Administrative Files)	Folder 17
Executive Director Bulletins, Memos, Letters <u>Date [inclusive]</u> : 1960-1979	Box 1 (1-Administrative Files)	Folder 18
Financial Reports and Data, Budget Reports <u>Date [inclusive]</u> : 1955-1969	Box 1 (1-Administrative Files)	Folder 19
General Meetings Bulletins, Programs <u>Date [inclusive]</u> : 1951-1968	Box 1 (1-Administrative Files)	Folder 20
Guides for Committee Chairmen <u>Date [inclusive]</u> : ca. 1950s	Box 1 (1-Administrative Files)	Folder 21
Guide Sheets for Seminar Attendees <u>Date [inclusive]</u> : ca. 1957	Box 1 (1-Administrative Files)	Folder 22
Meeting Announcements		

<u>Date [inclusive]</u> : 1953-1971	Box 1 (1-Administrative Files)	Folder 23
News Clippings <u>Date [inclusive]</u> : 1956	Box 1 (1-Administrative Files)	Folder 24
Organization Chart <u>Date [inclusive]</u> : ca. 1957 <u>Date [inclusive]</u> : 1960	Box 1 (1-Administrative Files)	Folder 25
Press Releases and Public Relations <u>Date [inclusive]</u> : 1951 <u>Date [inclusive]</u> : 1967	Box 1 (1-Administrative Files)	Folder 26
Principals' Center Networking Directory <u>Date [inclusive]</u> : ca. 1980	Box 1 (1-Administrative Files)	Folder 27
Professional Growth of School Staff Member <u>Date [inclusive]</u> : 1957	Box 1 (1-Administrative Files)	Folder 28
Program Brochures <u>Date [inclusive]</u> : 1973-1984	Box 1 (1-Administrative Files)	Folder 29
Promotion Policy for Canajoharie's Schools <u>Date [inclusive]</u> : 1954	Box 1 (1-Administrative Files)	Folder 30
Public School Opinion Poll <u>Date [inclusive]</u> : 1954 <u>Date [inclusive]</u> : 1955 <u>Date [inclusive]</u> : 1986	Box 1 (1-Administrative Files)	Folder 31
Publications, Order Form <u>Date [inclusive]</u> : 1955 <u>Date [inclusive]</u> : 1973 <u>Date [inclusive]</u> : 1975	Box 1 (1-Administrative Files)	Folder 32
Regional Meeting Programs <u>Date [inclusive]</u> : 1953-1955	Box 1 (1-Administrative Files)	Folder 33
Salary Studies and Reports <u>Date [inclusive]</u> : 1954-1971	Box 1 (1-Administrative Files)	Folder 34
School Board Clinics <u>Date [inclusive]</u> : 1953-1973	Box 1 (1-Administrative Files)	Folder 35
School Studies Council Information		

<u>Date [inclusive]</u> : 1949-1956	Box 1 (1-Administrative Files)	Folder 36
Statistical and Financial Survey <u>Date [inclusive]</u> : 1984-1986	Box 1 (1-Administrative Files)	Folder 37
SUNY Certification Requirements for Teaching Secondary School <u>Date [inclusive]</u> : 1960	Box 1 (1-Administrative Files)	Folder 38
Survey Questionnaires, Blank, and Results <u>Date [inclusive]</u> : 1952-1977	Box 1 (1-Administrative Files)	Folder 39
Tape Recordings at CASDA <u>Date [inclusive]</u> : 1953	Box 1 (1-Administrative Files)	Folder 40
Time For Education Leadership Working File <u>Date [inclusive]</u> : 1951	Box 1 (1-Administrative Files)	Folder 41
US Office of Education, Project B Contract <u>Date [inclusive]</u> : 1964	Box 1 (1-Administrative Files)	Folder 42

Conference and Program Seminars, 1949-1991

Date [inclusive]: 1949-1991

Physical Description: 0.75 cubic ft.

Scope and Contents

The bulk of the subseries contain seminar programs and materials CASDA organized for teachers, school staff, and education administrators. The subseries contains seminar minutes, programs, handouts, and meeting agendas.

Title/Description	Instances	
Adult Education <u>Date [inclusive]</u> : Undated	Box 1 (1-Administrative Files)	Folder 43
Child Development Seminar <u>Date [inclusive]</u> : 1955-1956	Box 1 (1-Administrative Files)	Folder 44
Children at Risk and Early Childhood Education <u>Date [inclusive]</u> : 1988	Box 1 (1-Administrative Files)	Folder 45
Conference Programs and Meetings, Miscellaneous <u>Date [inclusive]</u> : 1955-1986	Box 1 (1-Administrative Files)	Folder 46
Coping with Curriculum Change Conference <u>Date [inclusive]</u> : 1967		

	Box 1 (1-Administrative Files)	Folder 47
Custodial Conference Programs and Announcements <u>Date [inclusive]:</u> 1951-1987	Box 1 (1-Administrative Files)	Folder 48
Custodial Bulletins <u>Date [inclusive]:</u> 1954-1955	Box 1 (1-Administrative Files)	Folder 48
Disability Education Programs <u>Date [inclusive]:</u> 1956-1957	Box 1 (1-Administrative Files)	Folder 49
Educational Secretaries Conference Programs, Memos <u>Date [inclusive]:</u> 1954-1987 <u>Date [inclusive]:</u> 1991	Box 1 (1-Administrative Files)	Folder 50
Educational Television and Radio Workshops <u>Date [inclusive]:</u> 1954-1957	Box 1 (1-Administrative Files)	Folder 51
Elementary Education Programs <u>Date [inclusive]:</u> 1951-1965	Box 1 (1-Administrative Files)	Folder 52
First Year Teacher Study and Conference <u>Date [inclusive]:</u> 1951-1960	Box 1 (1-Administrative Files)	Folder 53
Gifted and Exceptional Children Programs <u>Date [inclusive]:</u> 1955-1981	Box 1 (1-Administrative Files)	Folder 54
Grouping in Classrooms <u>Date [inclusive]:</u> 1954	Box 2 (1-Administrative Files)	Folder 1
High School Education Programs <u>Date [inclusive]:</u> 1953-1987	Box 2 (1-Administrative Files)	Folder 2
Higher Education Programs and Information <u>Date [inclusive]:</u> 1952-1957	Box 2 (1-Administrative Files)	Folder 3
Independent Learning Program <u>Date [inclusive]:</u> 1953-1956	Box 2 (1-Administrative Files)	Folder 4
Junior High School Study and Programs <u>Date [inclusive]:</u> 1953-1968	Box 2 (1-Administrative Files)	Folder 5
Language Arts Study and Programs <u>Date [inclusive]:</u> 1956-1957	Box 2 (1-Administrative Files)	Folder 6

<u>Date [inclusive]</u> : 1962		
Leadership Conference <u>Date [inclusive]</u> : 1952 <u>Date [inclusive]</u> : 1954	Box 2 (1- Administrative Files)	Folder 7
Library Conferences <u>Date [inclusive]</u> : 1954 <u>Date [inclusive]</u> : 1986 <u>Date [inclusive]</u> : 1987	Box 2 (1- Administrative Files)	Folder 8
Mental Health in Schools First Annual Conference on the Promotion of Learning and Adjustment in Schools, Program <u>Date [inclusive]</u> : 1986	Box 2 (1- Administrative Files)	Folder 9
Moral and Spiritual Education Program <u>Date [inclusive]</u> : 1954	Box 2 (1- Administrative Files)	Folder 10
Museum Education Workshop <u>Date [inclusive]</u> : 1960	Box 2 (1- Administrative Files)	Folder 11
National Study Council, Conference <u>Date [inclusive]</u> : 1957	Box 2 (1- Administrative Files)	Folder 12
Physical Education Program <u>Date [inclusive]</u> : 1955	Box 2 (1- Administrative Files)	Folder 13
Pupil Progress and Reporting <u>Date [inclusive]</u> : 1954-1955	Box 2 (1- Administrative Files)	Folder 14
Public Education: A Funny Thing Happened on the Way to the Forum <u>Date [inclusive]</u> : 1986	Box 2 (1- Administrative Files)	Folder 15
Reading Conferences and Workshops <u>Date [inclusive]</u> : 1973-1983	Box 2 (1- Administrative Files)	Folder 16
Secondary Education Programs <u>Date [inclusive]</u> : 1957-1984	Box 2 (1- Administrative Files)	Folder 17
School Law Conference <u>Date [inclusive]</u> : 1953 <u>Date [inclusive]</u> : 1986-1988	Box 2 (1- Administrative Files)	Folder 18
School Law Conference <u>Date [inclusive]</u> : 1989	Box 2 (1- Administrative Files)	Folder 19

Date [inclusive]: 1991

School Lunch Conference, Program <u>Date [inclusive]</u> : 1986	Box 2 (1-Administrative Files)	Folder 20
Special Education Conference <u>Date [inclusive]</u> : 1973-1983	Box 2 (1-Administrative Files)	Folder 21
Student Council, Student Government <u>Date [inclusive]</u> : 1954-1955	Box 2 (1-Administrative Files)	Folder 22
Teacher Empowerment New Rule for Professionals <u>Date [inclusive]</u> : 1987	Box 2 (1-Administrative Files)	Folder 23
Teacher Evaluations and Professional Growth Program <u>Date [inclusive]</u> : 1957	Box 2 (1-Administrative Files)	Folder 24
Transportation Supervisors Meeting <u>Date [inclusive]</u> : 1977 <u>Date [inclusive]</u> : 1978	Box 2 (1-Administrative Files)	Folder 25
Truth About our Public Schools <u>Date [inclusive]</u> : 1954	Box 2 (1-Administrative Files)	Folder 26
Understanding Public Opinion <u>Date [inclusive]</u> : 1955	Box 2 (1-Administrative Files)	Folder 27

Casdaids and CASDAGram Newsletters, 1949-1986

Date [inclusive]: 1949-1986

Physical Description: 0.5 cubic ft.

Scope and Contents

This contains the newsletter *Casdaids* published by CASDA and distributed to members. The collection holds issues for the period 1949-1986. *CASDAGram* is a leaflet that announced programs and meetings organized by CASDA.

Title/Description	Instances	
<i>CASDAGram</i> <u>Date [inclusive]</u> : 1961 <u>Date [inclusive]</u> : 1971-1976	Box 2 (1-Administrative Files)	Folder 28
<i>CASDAGram</i> <u>Date [inclusive]</u> : 1977-1979	Box 2 (1-Administrative Files)	Folder 29
<i>CASDAGram</i>		

<u>Date [inclusive]</u> : 1979-1982	Box 2 (1-Administrative Files)	Folder 30
<i>CASDAGram</i> <u>Date [inclusive]</u> : 1983-1984	Box 2 (1-Administrative Files)	Folder 31
<i>CASDAGram</i> <u>Date [inclusive]</u> : 1984-1985	Box 2 (1-Administrative Files)	Folder 32
<i>CASDAGram</i> <u>Date [inclusive]</u> : 1985-1987	Box 2 (1-Administrative Files)	Folder 33
<i>CASDAGram</i> <u>Date [inclusive]</u> : 1987-1988	Box 2 (1-Administrative Files)	Folder 34
<i>Casdaids</i> <u>Date [inclusive]</u> : 1949-1951	Box 2 (1-Administrative Files)	Folder 35
<i>Casdaids</i> <u>Date [inclusive]</u> : 1951	Box 2 (1-Administrative Files)	Folder 36
<i>Casdaids</i> <u>Date [inclusive]</u> : 1952-1955	Box 2 (1-Administrative Files)	Folder 37
<i>Casdaids</i> <u>Date [inclusive]</u> : 1956-1959	Box 2 (1-Administrative Files)	Folder 38
<i>Casdaids</i> <u>Date [inclusive]</u> : 1959-1973	Box 2 (1-Administrative Files)	Folder 39
<i>Casdaids</i> <u>Date [inclusive]</u> : 1973-1986	Box 2 (1-Administrative Files)	Folder 40

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Reports and Publications, 1950-1994

Date [inclusive]: 1950-1994

Physical Description: 3 cubic ft.

Scope and Contents

This series consists of reports and booklets published by CASDA. The bulk of the reports were produced for school administrators and address school management, human resources, and business and legal issues. Many of the reports publish the findings of CASDA's study councils and surveys conducted by researchers. They document size, financial issues, and administration of CASDA schools. Other reports are handbooks for teachers and address

curriculum, education philosophy, special programs, and teaching methods. There also are custodian handbooks and bibliographies for teachers.

Arrangement

Arranged chronologically, then alphabetically.

Title/Description	Instances	
Humangement in CASDA Schools <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 1
Humangement in CASDA Schools <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 2
The Improvement of Reading, CASDA <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 3
Improving the Public's Understanding of Our Schools <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 4
Individual and Group Reading <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 5
Integrating the Elementary Curriculum <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 6
Promising Practices <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 7
Twelfth Grade Electives in English <u>Date [inclusive]:</u> 1950	Box 1 (2- Reports and Publications)	Folder 8
Administrative Leadership in Community Planning for Education <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 9
Fare for the Reluctant Reader <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 10
Helping the First Year Teacher <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 11
Philadelphia Suburban School Study Council <u>Date [inclusive]:</u> 1951-1952	Box 1 (2- Reports and Publications)	Folder 12
Wilmington Delaware Public Schools <u>Date [inclusive]:</u> Undated		

	Box 1 (2- Reports and Publications)	Folder 12
Role of General Mathematics in the Drop-Out Problem <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 13
Report of First Annual Custodial Conference at State College for Teachers <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 14
Sound Financial Planning for Modern Education <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 15
Suggested Practices for Science Teachers <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 16
Time for Educational Leadership <u>Date [inclusive]:</u> 1951	Box 1 (2- Reports and Publications)	Folder 17
Understanding and Teaching the Slow Learner, A Bibliography <u>Date [inclusive]:</u> ca. 1951	Box 1 (2- Reports and Publications)	Folder 18
Administrative Seminar Project <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 19
Administrator and Group Dynamics <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 20
Facts Should Make a Difference When Dealing With Complaints and Attacks on Certain Aspects of American Education <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 21
Fare for the Reluctant Reader <u>Date [inclusive]:</u> ca. 1952	Box 1 (2- Reports and Publications)	Folder 22
More Help for the Beginning Teacher <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 23
Problems of School Boards and Administrators <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 24
Problems of Teacher Compensation <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 25
Problems of Teacher Selection and Improvement <u>Date [inclusive]:</u> 1952		

	Box 1 (2- Reports and Publications)	Folder 26
Report and Recommendations on the Administration, Office Management and Business Procedures of Scotia Glenville Central Schools <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 27
Report of Second Annual Conference <u>Date [inclusive]:</u> 1952	Box 1 (2- Reports and Publications)	Folder 28
Survey! Salaries Policies and Incomes of CASDA Schools <u>Date [inclusive]:</u> 1952-1953	Box 1 (2- Reports and Publications)	Folder 29
Award Programs Delaware Schools <u>Date [inclusive]:</u> 1953	Box 1 (2- Reports and Publications)	Folder 30
Better Schools Through Better Maintenance <u>Date [inclusive]:</u> 1953	Box 1 (2- Reports and Publications)	Folder 31
Elementary School Journal <u>Date [inclusive]:</u> 1953 May	Box 1 (2- Reports and Publications)	Folder 32
New School Board Member <u>Date [inclusive]:</u> 1953	Box 1 (2- Reports and Publications)	Folder 33
Survey of the School Building Needs of the Arnold School District, Amsterdam <u>Date [inclusive]:</u> 1953	Box 1 (2- Reports and Publications)	Folder 34
Education for Better Use of our Resources <u>Date [inclusive]:</u> 1954	Box 1 (2- Reports and Publications)	Folder 35
Practical Programs for Moral and Spiritual Education <u>Date [inclusive]:</u> 1954	Box 1 (2- Reports and Publications)	Folder 36
Salary Policies and Finance Data <u>Date [inclusive]:</u> 1954-1955	Box 1 (2- Reports and Publications)	Folder 37
Survey of the Elementary School Building Needs Mechanicville <u>Date [inclusive]:</u> 1954	Box 1 (2- Reports and Publications)	Folder 38
Conference Leadership <u>Date [inclusive]:</u> 1955	Box 1 (2- Reports and Publications)	Folder 39
Custodial Training for Health and Safety in Schools		

<u>Date [inclusive]:</u> 1955	Box 1 (2- Reports and Publications)	Folder 40
Program in Off-Campus Student Teaching-Handbook <u>Date [inclusive]:</u> 1955	Box 1 (2- Reports and Publications)	Folder 41
Selecting a Teacher's Career <u>Date [inclusive]:</u> ca. 1955	Box 1 (2- Reports and Publications)	Folder 42
The Role of the Custodian in the Total School Program <u>Date [inclusive]:</u> 1956	Box 1 (2- Reports and Publications)	Folder 43
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