

Finding Aid for the Manual Training School Collection

Descriptive Summary

Repository: University Archives, Department of Special Collections, Washington University Libraries, One Brookings Drive, Campus Box 1061, St. Louis, MO 63130, Telephone: (314) 935-5444 or (314) 935-9730, Fax (314) 935-8320, e-mail: spec@wumail.wustl.edu, website: <http://library.wustl.edu/units/spec/archives>

Creator: Manual Training School, Washington University.

Title: Manual Training School Collection.

Dates: 1880 – 1965.

Quantity: 17 linear feet.

Language: English.

Historical Note

The Manual Training School (1879 – 1917) provided practical training in manual and machine arts. In many respects, the O'Fallon Polytechnic Institute was a predecessor of the Manual Training School, although O'Fallon was also a predecessor of the Engineering School. The Manual Training School was governed by a Board of Managers (at various times called the Managing Committee, Managing Board, etc.) appointed by the University Corporation. This arrangement was terminated in 1915 when Manual Training was combined with Smith Academy. From 1879 to 1910 the Chief Officer was called the Director; from 1910 to 1915, the Principal of the Manual Training School, and from 1915 to 1917, Principal of Smith Academy – Manual Training School.

Scope and Content Notes

This collection is divided into eight series:

Series 01: Records of the Principal, 1910-1915 (There is some restricted material in this series.)

Series 02: Administrative Files

Series 03: Alumni Records

Series 04: Grade Reports (with Smith Academy) [RESTRICTED]

Series 05: Catalogues

Series 06: Artifacts

Series 07: Textbook and Oversized Photographs

Series 08: Ledgers (There is some restricted material in this series.)

Administrative Information

Source of Collection

This material was donated to University Archives.

Accruals

There are no accruals.

Processing Information

Compiled by Jay Kempen and Sarah Pabarcus in December 2005;
updated by Meredith Nelson in August 2008.

Restrictions

Access Restrictions

There is restricted material in this collection. For details, contact the University Archivist at (314) 935-9730.

Use Restrictions

Users of the collection must read and abide by the Rules for the Use of University Archives Materials.

Users of the collection who wish to use items from this collection, in whole or in part, in any form of publication (as defined in the form) must sign and submit to the Washington University Archives a hard copy of the Notification of Intent to Quote from or Publish University Archives Materials form.

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Collection Contents

Series 01: Records of the Principal, 1910-15

Box No.	Folder
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01 (1910-12)	A-G
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	Grades [RESTRICTED]
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	H-Q
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	R-Z
--	-----

	Reports
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	A-G
--	-----

	H-Q
--	-----

	R-Z
--	-----

	Miscellaneous
--	---------------

A-G

H-Q

K-Z

R-Z

Reports

A-J

Miscellaneous

A-J

K-Z

Miscellaneous

A-G

H-Z

A-G

H-O

P-Z

02
(1913-15)

Miscellaneous

A-F

G-M

N-Z

Miscellaneous

A-F

G-O

P-Z

Miscellaneous

A-F

G-L

M-Z

Miscellaneous

A-J

K-Z

Miscellaneous reports to parents

Reports to parents

Miscellaneous

A-F

G-N

O-Z

Miscellaneous

A-F

G-M

N-Z

Series 02: Administrative Files

Box No.	Folder
03	Miscellaneous correspondence, 1887-1913
	A-F
	G-O
	P-Z

A-G

H-Q

R-Z

A-G

H-Q

R-Z

A-G

H-Q

R-Z

Reports

A-G

H-Q

R-Z

Series 03: Alumni Records

Box No. Folder

04	Alumni Association Constitution 1904
	Alumni Correspondence (1908-13)
	Alumni Reunion Materials (1940-47)
	Alumni Reunion, Minutes, Treasury, Correspondence, News Clippings, Photos (1947-1955)
	Alumni Minutes, Events, Correspondence, Rosters, Expenses, News Clippings, Photos (1955-59) (2 folders)
	Alumni Association (Administrative Correspondence 1912-15)
	Alumni Programs (1893-1905)

Alumni Programs (1906 – 1914)

Alumni Minutes of Reunions, News Clippings (1923 – 1932)

Alumni Minutes of Meetings and Reunions, News Clippings (1933)

Alumni Minutes of Reunions, News Clippings and Roster (1934)

Alumni Minutes of Reunions, News Clippings (1935)

Alumni Minutes of Reunions, News Clippings (1936)

Alumni Minutes of Reunions, News Clippings (1937)

Alumni Minutes of Reunions, News Clippings (1938)

Alumni Minutes of Reunions (1941)

Alumni Minutes of Reunions (1942-47)

Alumni Correspondence (1948)

Alumni Correspondence, Reunions, Newsletters and Clippings
(1948 -- 1949)

Alumni Reunion Materials (1950)

Alumni Reunion Materials (1951)

Alumni Biographies of Class of 1902 (1952)

Alumni Biographies of Class of 1903 (1953) 2 copies

Alumni Reunion Invitations and Clippings (1956)

Alumni Reunion Materials (1957)

Alumni Newsletter and Photo (1960)

Alumni Roster (1965)

Awards, Manuals and Plaques, Photos

Class of 1906 Yearbook (3 copies)

Commencement Programs (various dates)

Washington University Corps of Cadets (1892)

History of MTS by Coates, Official Correspondence, Photos

Photos – Alumni, Misc.

Photos – Buildings and Classrooms

Photos – 1911, 1915

Photos – Calvin M. Woodward

Pubs., *Bulletin* (1897, 1899)

Pubs., *Cyclops* (1908) – 3 copies

Pubs., *Manual* (1904) – 2 copies

Pubs., Misc.

Pubs., *Voice* (Nov. and Dec. 1908)

Recollections (1897), News Clippings, Correspondence, “Hot Money,” “Flagg of Liberty Prairie”

Series 04: Grade Reports (with Smith Academy)

Box No. Folder

05 Grade Reports of Students [RESTRICTED]

Series 05: Catalogues

Box No. Folder

06 Catalogues, 1880-81 through 1890-91

Catalogues, 1891-92 through 1897-98

Catalogues, 1898-99 through 1903-04

Catalogues, 1904-05 through 1908-09 (dates inclusive)

Catalogues, 1909-10 through 1914-15

Catalog, 1879-80

Catalog, 1880-81
Catalog, 1882-83
Catalog, 1887-88
Catalog, 1888-89
Catalog, 1891-92
Catalog, 1892-93
Catalog, 1893-94
Catalog, 1894-95
Catalog, 1899-1900
Catalog, 1901-02
Catalog, 1903-04
Catalog, 1904-05 (2)
Catalog, 1906-07 (2)
Catalog, 1907-08
Catalog, 1908-09
Catalog, 1909-10
Catalog, 1910-11
Catalog, 1911-12
Catalog, 1912-13
Catalog, 1913-14
Catalog, 1880-81
Book of Alumni, 1909
Book of Alumni, 1910

Book of Alumni, 1911
 Book of Alumni, 1912
 Book of Alumni, 1913
 Book of Alumni, 1914
 Book of Alumni, 1908
 Roster (Alumni Association gathering), 1953
 Roster, 1956

Series 06: Artifacts

Box No.	Folder
07	Copper printing plates (ca. 17)
08	Calvin Woodward Memorial Book and wooden presentation case Scroll Highly fragmented paper object in Latin
09	Pattern book (x2) Bronze plaques (x2)
10	Wooden objects (ca. 10 objects), includes: 3 plaques (2 by G. Biston, 1 by G.M.B. 3) 1 crank handle by Bauer (2 pieces) 1 nut, unthreaded by Davis 1 plumbing model – 3-way joint, in black and natural (in 4 pieces) 1 towel rack by Ray Schaefer 1 wooden wrench, open and closed ended, by Ray Schaefer 2 balls, finished (one unsigned, one by Biston)
11	Wooden objects (ca. 12 objects), includes: 11 cane handles 1 broken unidentified object
12	Wooden objects (ca. 12 objects), includes: 12 examples of wood joinery

- 13 Medal of Eugene Daugherty from the MTS Alumni Association for the highest achievement in Physics for 1907 (gold, with ribbon)
- The Sellew Medal of MTS presented to Eugene Daugherty in 1907 (gold)
- 2 class medallions of the first graduating class, 1883 (both silver - 1 blank, 1 engraved with the name Harry Dietrich)
- Metal strike, "The cultured mind, the skillful hand"
- Pins and medals (x5)
- Handle turn with worn threads
- Bolts and nuts (x3)
- Forged iron piece (unfinished)
- Iron forged hook
- Metal strikes (3 pieces – 2 for St. Louis Manual Training School medal, established 1872; 1 for Sellew Medal, 1st graduating class June 1883)
- 14 Wooden objects (ca. 2 objects), includes:
2 barbells
- 15 Wooden objects (ca. 11 objects), includes:
4 examples of wood joinery
1 mold, finished, by Ray Schaefer, square (2 pieces)
3 wooden blocks with mitered cuts about 8 to 9 inches long, by Fruth and Schaefer
2 rectangular wooden blocks, squaring and planing exercise, 8 and 9 ¼ inches long, Schaefer
1 wooden block straight saw cut exercises, 9x2x.75 inches, Schaefer
- 16 Wooden objects (ca. 8 objects)
1 unidentifiable model by Biston (2 pieces)
1 medium spindle, symmetrical, about 8 ½ inches long
1 small spindle, asymmetrical, about 5 ¼ inches long
1 medium wooden jar with lid (spice jar size), 3 ½ inches high (2 pieces)

- 1 small wooden jar with lid (snuff box size), 2 inches high (2 pieces)
- 1 pulley wheel, about 3 inches in diameter (2 pieces)
- 1 candle-holder, finished, by Biston
- 1 hammer handle, finished, by Schaefer

- 17 Wooden objects (ca. 4 objects)
- 1 large bolt, unthreaded, by Fruth (2 pieces)
 - 1 plumbing model – straight pipe joint 2-way, black and natural colors (2 pieces)
 - 1 large spindle by Fruth, asymmetrical, black and natural colors, 12 inches long
 - 1 unidentifiable example, box-like shape, 7 ½ x 2 ½ x 1 ¾ inches, by Fruth, possibly a mold

- 18 Wooden objects (ca. 6 objects)

Acknowledgement letters

Leather book cover

Series 07: Textbook and Oversized Photographs

Box No.	Folder
19	Textbook, descriptive geometry plates, William C. Zelle, (MTS graduate in 1886, WU Engineering grad in 1892)
	MTS reunion dinner photograph, 1938

Series 08: Ledgers

Box No.	Folder
20	Bound correspondence/scrapbook, ca. 1906-1914
	MTS board minutes, 1879-1884
	MTS board minutes, 1907-14
21	Expense book, 1908-[1912]
	Expense book, 1901-1912
	Expense book, 1902-1908

- Expense book, 1887-...]
- Expense book, n.d.
- 22 Register of visitors, 1883-1910
- Daily Record, 1882-1895
- Records and History of Scholarship, n.d. [RESTRICTED]
- 23 Grade records, [1889]-1903 [RESTRICTED]
- Grade records, 1901-1904 [RESTRICTED]
- Grade records, 1880-82 [RESTRICTED]
- Grade records, 1898-1900 [RESTRICTED]
- Grade records, 1898-99 [RESTRICTED]
- Grade records, 1900-1901 [RESTRICTED]
- 24 Grade records, 1883-1893 [RESTRICTED]
- Grade records, 1883-1894 [RESTRICTED]
- 25 Grade records, 1882-95 [RESTRICTED]
- Grade records, 1896-97 [RESTRICTED]
- Grade records, Class of 1899 [RESTRICTED]
- Grade records, 1897 [RESTRICTED]
- Grade records, 1896 [RESTRICTED]
- 26 Grade records, 1901-02 [RESTRICTED]
- Grade records, Class of 1902 [RESTRICTED]
- Grade records, Class of 1901 (x2) [RESTRICTED]
- Grade records, Class of 1900 (x2) [RESTRICTED]
- 27 Grade records, 1905 (x2) [RESTRICTED]

- Grade records, 1904 (x2) [RESTRICTED]
- Grade records, 1903 (x2) [RESTRICTED]
- 28 Grade Records, 1909 (x2) [RESTRICTED]
- Grade records, 1908 [RESTRICTED]
- Grade records, 1907 [RESTRICTED]
- Grade records, 1906 (x2) [RESTRICTED]
- 29 Grade records, 1919 [RESTRICTED]
- Grade records, 1918 (x2) [RESTRICTED]
- Grade records, 1917 (x2) [RESTRICTED]
- Grade records, 1916 (x2) [RESTRICTED]
- 30 Grade records, 1913 (x2) [RESTRICTED]
- Grade records, 1914 (x2) [RESTRICTED]
- Grade records, 1915 (x2) [RESTRICTED]
- 31 Grade records, 1912 (x2) [RESTRICTED]
- Grade records, 1911 (x2) [RESTRICTED]
- Grade records 1910 (x2) [RESTRICTED]
- 32 Grade records, 1902-04 [RESTRICTED]
- 33 Attendance records, 1883-1915 [RESTRICTED]
- Attendance records, 1884-94 [RESTRICTED]
- Attendance records, 1880-94 [RESTRICTED]
- 34 [MTS] Attendance records, 1905-06 [RESTRICTED]
- [MTS] Attendance records, n.d [RESTRICTED]