



MINNESOTA HISTORICAL SOCIETY  
Minnesota State Archives

## EDUCATION DEPARTMENT Vocational-Technical Education Division

### An Inventory of Its Home Economics Program Reports

#### OVERVIEW OF THE RECORDS

- Agency:** Minnesota. Division of Vocational-Technical Education.
- Series Title:** Home economics program reports,
- Dates:** 1941-1957.
- Abstract:** Reports submitted by school districts, summary reports prepared by the Department of Education, and annual agreements by local boards of education for approved programs for adult home economics education.
- Quantity:** 2.75 cu. ft. (3 boxes).
- Location:** See Detailed Description section for box locations.

#### SCOPE AND CONTENTS OF THE RECORDS

Reports submitted by school districts, summary reports prepared by the Department of Education, and annual agreements by local boards of education for approved programs for adult home economics education. Information provided in some or all of the reports includes course title, dates, length, description, and registration fee; instructor name and salary; number of enrollees, classification by sex and attendance, and occupations; and budget and travel expenses. Most of the courses were part-time evening classes for adults and out-of-school youths.

The reports submitted by school districts (Education Department Code XI-C-8c) include the following information: city name, school name and district number, county; name of instructor and salary for the course; course title, opening and closing dates, length of course and number of sessions; number of enrollees by sex and average attendance; registration fee; occupational classification of enrollees; brief resume of the course; signature of superintendent of schools; signature of state supervisor recommending reimbursement and amount to be reimbursed from federal and state funds. Related correspondence is sometimes attached.

The summary reports (Education Department Code XXIX-C-13) contain: school name, subject of the course, total salary paid, salary reimbursed (federal and state funds), total travel, travel reimbursement (federal and state funds), and enrollment numbers by sex.

Information provided in the annual agreements (Education Department Code XI-C-8) includes: title of the course; opening and closing dates of the class; number of meetings and

length of each; supplementary services (such as consultation, clinics, or demonstrations) to be provided; name and salary of teacher and type of and expiration date of teaching certificate; itemized budget; type of travel arrangements for teacher; approval signatures, with additional comments or stipulations made by the Education Department; and sometimes course outlines.

Most of these classes were part-time evening classes for adults and out of school youths. However, three years (1941-1942, 1944-1945, and 1947-1948) contain reports from high school day classes in home economics. Reports for these day classes contain the weekly teaching schedule of the instructor as well as much of the same information as the other school reports.

Information on non-reimbursed classes, cancelled classes, and special programs also is provided.

## **ARRANGEMENT OF THE RECORDS**

Arranged by year and reporting category.

## **INDEX TERMS**

*This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.*

### **Topics:**

Adult education--Minnesota.  
Evening and continuation schools--Minnesota.  
Funding.  
Home economics--Study and teaching--Minnesota.  
Monitoring.  
Vocational education--Minnesota.

## **ADMINISTRATIVE INFORMATION**

### **Preferred Citation:**

*[Indicate the cited item and folder title here].* Minnesota. Division of Vocational-Technical Education. Home economics program reports. Minnesota Historical Society. State Archives.

*See the Chicago Manual of Style for additional examples.*

### **Accession Information:**

Accession number(s): none

### **Processing Information:**

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## DETAILED DESCRIPTION OF THE COLLECTION

*Note to Researchers: To request materials, please note both the location and box numbers shown below.*

<b>Location</b>	<b>Box</b>	
105.C.20.2F	1	<p>1941-1942:            All day classes (high school), Ada-Worthington. 5 folders.            Finance report of All-day classes.            Evening classes, Ada-Worthington. 3 folders.            Part-time classes, Minneapolis.            Non-reimbursed classes.            George Deen Federal Fund for Home Economics.</p> <p>1944-1945:            All-day classes (high school), Ada-Worthington. 3 folders.            Evening classes, Ada-White Bear Lake. 2 folders.            Part-time classes, Minneapolis and Pelican Rapids.            Non-reimbursed classes, Adams-Gilbert.            Financial reports of teacher training and local supervision.</p> <p>1947-1948:            All-day classes (high school), Ada-Worthington. 4 folders.            Evening classes, Ada-Worthington. 3 folders.            Part-time classes, Minneapolis. 2 folders.            Non-reimbursed classes.            Report of Supplementary Services in Home Economics for Adults and Out of School Youths, cities A-Z.</p> <p>1948-1949:            Smith-Hughes and George Barden Funds for Home Economics financial report.</p> <p>1950-1951:            Evening classes, Ada - Rochester Central Junior High. 3 folders.</p>
105.C.20.3B	2	<p>Evening classes, Rochester Central Junior High - Worthington.            Part-time classes, Minneapolis. 2 folders.            Non-reimbursed classes, cities A-Z.            Report of Supplementary Services in Home Economics for Adults and Out of School Youth, cities A-Z.            Report of Supplementary Services in Home Economics for Adults and Out of School Youth and non-reimbursed classes.            Minneapolis.</p>

<b>Location</b>	<b>Box</b>	
105.C.20.3B	2 cont.	1953-1954: Evening classes, Ada-Worthington. 7 folders. Part-time classes, Minneapolis. 3 folders. Report of Supplementary Services in Home Economics for Adults and Out of School Youth and cancelled classes, cities A-Z.  1954-1955: Evening classes, Ada-Worthington. 5 folders. Part-time classes, Minneapolis. Cancelled classes, (Blue Earth and Wadena).  1955-1956: Evening classes, Ada-Medford. 3 folders.

<b>Location</b>	<b>Box</b>	
105.C.20.4F	3	Evening classes, Melrose-Zumbrota. 2 folders. Part-time classes, Minneapolis. Cancelled classes, Owatonna.  1956-1957: Evening classes, Ada-Zumbrota. 9 folders. Part-time classes, Minneapolis. 3 folders. Report of Supplementary Educational Services in Home Economics for adults and Out of School Youth, cities A-Z and cancelled Classes (Zumbrota). [box is $\frac{3}{4}$ full]