Guide to the Jesse Brundage Sears Papers SC0005

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Note
This encoded finding aid is compliant with Stanford EAD Best Practice Guidelines, Version 1.0.
Language of Material: English
Contributing Institution: Department of Special Collections and University Archives
Title: Jesse Brundage Sears papers
creator: Sears, Jesse Brundage
Identifier/Call Number: SC0005
Physical Description: 14.5 Linear Feet
Date (inclusive): 1860-1973
Material Removed from the Collection
Multiple copies of the Sears genealogy and duplicates of forms. Three glass negatives of Sears' grandparents have been put in the photograph collection.

Accession Note
Professor Sears' papers were originally received in two lots prior to January of 1965. These groups were combined to form SC 5 when the old Stanford Collection became the holdings base of the University Archives in that year. The portion of the following register which covers the first six boxes was done at that time.

Subsequently, following Professor Sears' death in December of 1973, his son, Professor Emeritus Robert Sears, donated another group of the senior Dr. Sears' professional and biographical material. This group expanded the chronological range of the collection and furnished a good deal more manuscriptal material than had been included in the orginal gift. This later donation is described in the following register as boxes 7-11.

In June of 1979, Robert Sears donated yet another group of his father's records to the Archives. For the most part this material consists of correspondence between family members and friends, and covers the years 1860-1973. There is a small amount of material relating to Sears' professional life, mostly correspondence with Ellwood Cubberley. Several account books, pocket diaries or memo books, information on Sears' family history and genealogy, and copies of pages (not bound) from his wife, Stella's autobiography, make up the remainder of this addition to the collection. A preliminary guide to these later boxes (12-14) is contained in the register following box 11.

Scope and Contents note
DESCRIPTION OF COLLECTION
The Sears Collection represents the combination of two groups of papers obtained prior to January 1965 with another large assemblage of papers added in March of 1974. A third addition was added to this collection in July of 1979. Both the pre-1965 and 1974 papers include four categories of data. A relatively small collection of Sears' correspondence in his professional capacities is present in both sets. Some personal history appears in Box 2 (part of the pre-1965 material), and a larger amount in Box 7 (part of the 1974 material). Except for the last three boxes which were added in 1979 and contain mostly family and personal correspondence, the bulk of the collection consists of Sears' writings, which are divided into a manuscript category and a reprint category. It should be noted that these four categories are intermixed in the pre-1965 material (first six boxes), and separated in the 1974 material. The material added in 1979 also includes account books, memo or pocket diaries, information on the Sears family history and some professional correspondence with Ellwood Cubberley.

MAJOR CORRESPONDENTS
Most of the correspondence in this collection is in the most recent (1979) addition of material. As yet these boxes have received only preliminary attention, and the list of major correspondents is not complete. Among them are Ellwood Cubberley, J.B. Sears' wife Stella Richardson Sears, his children: Jean, Robert and Norman Sears, his brothers and sisters, C.B. Sears, C.N. Sears, G.W. Sears, B.L. Sears H.J. Sears C.G. Sears, and D.L. Sears, as well as numerous other relatives and friends.

Biographical Note
Dr. Sears was a Professor of Education at Stanford University from 1912-1942. He was born in 1876 and died in 1973.

Preferred Citation:
[Identification of item], Jesse Brundage Sears Papers, SC 005, Stanford University Archives, Stanford, Calif.

Provenance

Publication Rights
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Univeristy Archives.

Access Restrictions
None.

Subjects and Indexing Terms
Sears, Jesse Brundage

box 1, folder 1

SCHOOL SURVEY CORRESPONDENCE 1925-1932

box 1, folder 2

SPEAKING ENGAGEMENTS CORRESPONDENCE, 1927-8

box 1, folder 3

SUMMER SCHOOL LECTURES, CORRESPONDENCE, 1930

box 1, folder 4

ST. LOUIS MEETING OF A. E. R. A. 1935-6

box 1, folder 5

CORRESPONDENCE WITH McGRAW-HILL 1937, 1949-1950

Scope and Contents note

(SEE ALSO MISCELLANEOUS CORRESPONDENCE)

box 1, folder 6

CUBBERLEY BOOKS, REVIEWS AND CORRESPONDENCE 1955-60

box 1, folder 7

CUBBERLEY H. S. CORRESPONDENCE 1958

box 1, folder 8

MISCELLANEOUS CORRESPONDENCE 1922-1964

box 1, folder 9

CUBBERLEY RELATED PAPERS

box 1, folder 10

CLASS OUTLINES

box 1, folder 11

LECTURE NOTES

box 1, folder 12

FELLOWSHIP FORUM OF PALO ALTO

box 1, folder 13-16
MSS. OF PUBLISHED ARTICLES (SAMPLES OF WORKS)
box 2, folder 1

MISCELLANEOUS MSS. OF WRITINGS (POSSIBLY DRAFT OF TAMALPAIS SURVEY)
box 2, folder 4

UNFINISHED MANUSCRIPT OF BOOKS ON ADMINISTRATION
box 2, folder 2-3

MISC. MSS. OF WRITINGS-SOME DRAFTS
box 2, folder 5

UNFINISHED MSS. OF BOOKS PUBLIC SCHOOL FINANCE
box 2, folder 6

1930 WHITE HOUSE CONFERENCE ON CHILD HEALTH AND PROTECT
box 2, folder 7

1932 CALIFORNIA WHITE HOUSE CONFERENCE ON CHILD HEALTH AND PROTECTION
box 2, folder 8

CLIPPINGS
box 2, folder 9

BIOGRAPHICAL ITEMS
box 2, folder 10

REVIEWS BY J. B. S.
box 2, folder 11

PUBLIC ADDRESSES
box 3

SCHOOL SURVEYS. PRINTED REPORTS, IF ISSUED ARE FILED WITH THE RELATED PAPERS IN THE FOLLOWING CARTONS.
box 3, folder 1

OAKLAND SPELLING INVESTIGATION 1915
box 3, folder 2

SALINAS UNION HIGH SCHOOL. 1918
box 3, folder 3

PRESTON SCHOOL OF INDUSTRY, WATERMAN, CALIFORNIA 1919
box 3, folder 4

BOISE [IDAHO] CITY SCHOOLS - MISSING 5/96 1920
box 3, folder 5

ARLINGTON [MINNESOTA] SURVEY 1921
box 3, folder 6

UNIVERSITY OF MINNESOTA 1922
box 3, folder 7-8

PHOENIX UNION HIGH SCHOOL 1925
box 3, folder 9

MARYSVILLE [CALIFORNIA] UNION HIGH SCHOOL 1925
box 3, folder 10

BERKELEY SCHOOL PROPERTIES SURVEY 1926
box 3, folder 11

BERKELEY SCHOOL BUSINESS MANAGEMENT SURVEY 1926
box 3, folder 12

ANTIOCH HIGH SCHOOL 1927
box 4, folder 1

NAPA SCHOOL SURVEY 1927
box 4, folder 2

TAMALPAIS SURVEY 1927
box 4, folder 3

FALL RIVER JOINT UNION H. S. CONSOLIDATION 1929
box 4, folder 4

SUTTER COUNTY INSTRUCTIONAL SURVEY 1929
box 4, folder 5

SACRAMENTO SCHOOL SURVEY 1928
box 4, folder 6

SANGER SCHOOL BUILDING SURVEY 1929
box 4, folder 7

PITTSBURG [CALIFORNIA] SURVEY 1929
box 4, folder 8

ALBANY [CALIFORNIA] SURVEY 1930
box 4, folder 9

SACRAMENTO SCHOOL SURVEY REVIEW 1930
box 4, folder 10

PALO ALTO ADDRESS ON POSSIBLE SERVICE OF SURVEYS TO PALO ALTO 1930
box 4, folder 11
MARYSVILLE ELEMENTARY SCHOOL 1931
box 5, folder 1

SANGER ELEMENTARY SCHOOL 1931
box 5, folder 2

MODESTO JUNIOR COLLEGE 1932
box 5, folder 3

TRACY UNION HIGH SCHOOL 1935
box 5, folder 4

STOCKTON SCHOOL SURVEY 1938
box 5, folder 5

ADMINISTRATIVE ORGANIZATION OF SACRAMENTO’S SCHOOL SYSTEM 1940
box 5, folder 6

ADMINISTRATIVE SURVEY OF PLACER UNION HIGH SCHOOL AND PLACER JUNIOR COLLEGE 1940
box 5, folder 7

WASCO [CALIFORNIA] SURVEY 1943
box 5, folder 8

SAN FRANCISCO CURRICULUM 1944
box 5, folder 9

ALASKA SCHOOL undated
box 5, folder 10

STANFORD SCHOOL OF EDUCATION 1932
box 5, folder 11

SURVEY BIBLIOGRAPHIES
box 6

BOUND VOLUME OF REPRINTS. MISCELLANEOUS REPRINTS AND BOOKS WRITTEN BY J. B. S.

Personal History and Professional Correspondence.

Scope and Contents note
The following folder register covers that portion of the Sears Collection donated by Professor Robert Sears in 1974. This portion is divided according to the type of material (as described in the short register) and covers the last four boxes of the collection.

box 7, folder 1 Personal History: Autobiographies of Jesse Brundage Sears (The Story of My Life and Work, and his wife Stella R. Sears (My Story, 1959 1948
box 7, folder 2 Personal History: Sears Family Biographies: Charles B., George W., and Edith F. Sears.
box 7, folder 3 Personal History: Sears Family Biographies: Harry Johnson Sears.
box 7, folder 4 Personal History: Sears Family Genealogical Data. Genealogical Chart (Rolled)
box 7, folder 5 Personal History: Personal Correspondence, 1909-1966
<table>
<thead>
<tr>
<th>Box</th>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>6</td>
<td>Personal History: Personal Financial Data, The 1928 material consists of stock purchase orders and receipts, company statements. The 1960's material consists of tax records and dividend statements. 1928 and 1960-1965</td>
</tr>
<tr>
<td>7</td>
<td>7</td>
<td>Personal History: Personal Financial Data, The material of this folder consists of tax records and dividend statements. 1967</td>
</tr>
<tr>
<td>7</td>
<td>8</td>
<td>Personal History: Personal Financial Data, The material of this folder consists of tax records and dividend statements. 1968</td>
</tr>
<tr>
<td>7</td>
<td>9</td>
<td>Personal History: Professional Memorabilia, General.</td>
</tr>
<tr>
<td>7</td>
<td>10</td>
<td>Personal History: Professional Memorabilia, Newspaper Clippings.</td>
</tr>
<tr>
<td>7</td>
<td>11</td>
<td>Personal History: Professional Memorabilia, Scratch Notes and Notebooks.</td>
</tr>
</tbody>
</table>
| 7   | 12     | Professional Correspondence: General, A - M.  
Scope and Contents note  
(The correspondence is arranged alphabetically by correspondent, chronologically thereafter when a correspondent is represented by more than one item.) |
| 7   | 13     | Professional Correspondence: General, N - Z.  
General note  
[Note: Folders 12 and 13 feature correspondence from Ellwood P. Cubberley, David Starr Jordan, Kidder Institute, Edward Krehbiel, Ray Lyman Wilbur, the Universities of California, Minnesota, Missouri, Penn, Pitt, Utah and Wisconsin, and the various publishers of Dr. Sears' books.] |
| 7   | 14     | Professional Correspondence: Letters relating to Sears Scholarship awards at Kidder Institute in Missouri. |
| 7   | 15     | Professional Correspondence: Letters of greeting upon Dr. Sears' retirement from active teaching in 1942 [bound in leather notebook].  
Manuscriptal Materials. |
| 8   | 1      | Major Mss: Classroom Organization and Control, 1918  
Scope and Contents note  
Typewritten manuscript of first ten chapters. |
| 8   | 2      | Major Mss: Classroom Organization and Control, 1918  
Scope and Contents note  
Typewritten manuscript of latter ten chapters. |
| 8   | 3      | Major Mss: The School Survey, 1925  
Scope and Contents note  
Typewritten manuscript of Part I (pp. 1-186). |
| 8   | 4      | Major Mss: The School Survey, 1925  
Scope and Contents note  
Typewritten manuscript of remaining Parts (pp. 187-424). |
| 8   | 5      | Major Mss: The Sacramento School Survey, 1928  
Scope and Contents note  
Typewritten manuscript of work done with Almack, Proctor, and Eelts, (pp. 1-270). |
| 8   | 6      | Major Mss: The Sacramento School Survey, 1928  
Scope and Contents note  
Typewritten manuscript of work done with Almack, Proctor, and Eelts, (pp. 271-506). |
Manuscriptal Materials.

box 8, folder 7  Major Mss: The Sacramento School Survey, 1928  
Scope and Contents note  
Typewritten manuscript (pp. 507-757) plus appendix and handwritten notes.

box 8, folder 8  Major Mss: Modesto Junior College Survey, 1932  
Scope and Contents note  
Handwritten manuscript.

box 8, folder 9  Major Mss: City School Administrative Controls, 1938  
Scope and Contents note  
Typewritten manuscript of first draft material, including notes and some handwritten pages.

box 8, folder 10  Major Mss: City School Administrative Controls, 1938  
Scope and Contents note  
Typewritten manuscript of first draft material.

box 8, folder 11  Major Mss: City School Administrative Controls, 1938  
Scope and Contents note  
Typewritten manuscript of first four chapters.

box 8, folder 12  Major Mss: City School Administrative Controls, 1938  
Scope and Contents note  
Typewritten manuscript of latter four chapters.

box 8, folder 13  Major Mss: Public School Administration, 1947  
Scope and Contents note  
Typewritten manuscript of seven chapters (pp. 1-189).

box 8, folder 14  Major Mss: Public School Administration, 1947  
Scope and Contents note  
Typewritten manuscript of Chapters 8 through 13, (pp. 190-407).

box 8, folder 15  Major Mss: Public School Administration, 1947  
Scope and Contents note  
Typewritten manuscript of final chapters (pp. 408-488) plus handwritten draft of early chapters.

box 9, folder 1  Major Mss: Nature of the Administrative Process, 1950  
Scope and Contents note  
Typewritten manuscript of first four chapters.

box 9, folder 2  Major Mss: Nature of the Administrative Process, 1950  
Scope and Contents note  
Typewritten manuscript of Chapters 5 through 9.

box 9, folder 3  Major Mss: Nature of the Administrative Process, 1950  
Scope and Contents note  
Typewritten manuscript of Chapters 10 through 14.
<table>
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<tr>
<th>Box Folder</th>
<th>Major Mss: Nature of the Administrative Process, 1950</th>
<th>Scope and Contents note</th>
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<tr>
<td>9, 4</td>
<td>Typewritten manuscript of annotated bibliography and index; also handwritten manuscript of index.</td>
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<th>Box Folder</th>
<th>Major Mss: Nature of the Administrative Process, 1950</th>
<th>Scope and Contents note</th>
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<tr>
<td>9, 5</td>
<td>Typewritten manuscript of various scattered pages and complete set of plate proofs for final version.</td>
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<tr>
<th>Box Folder</th>
<th>Major Mss: Cubberley of Stanford: and His Contribution to American Education, 1957</th>
<th>Scope and Contents note</th>
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<tr>
<td>9, 6</td>
<td>Handwritten manuscript of Preface through Chapter 5, with typewritten comments and changes by Adin D. [UNK] Sears' collaborator.</td>
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<tr>
<th>Box Folder</th>
<th>Major Mss: Cubberley of Stanford..., 1957</th>
<th>Scope and Contents note</th>
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<tr>
<td>9, 7</td>
<td>Handwritten manuscript of Chapters 6 through 8 with Henderson's typewritten comments and changes.</td>
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<th>Major Mss: Cubberley of Stanford..., 1957</th>
<th>Scope and Contents note</th>
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<tr>
<td>9, 8</td>
<td>Handwritten manuscript of Chapters 9 through 11 with Henderson's typewritten comments and changes.</td>
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<th>Box Folder</th>
<th>Major Mss: Cubberley of Stanford..., 1957</th>
<th>Scope and Contents note</th>
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<tbody>
<tr>
<td>9, 9</td>
<td>Handwritten manuscript of Chapter 12 through Appendices and Index with Henderson's comments and changes.</td>
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<tr>
<th>Box Folder</th>
<th>Major Mss: My Life and Work, 1959</th>
<th>Scope and Contents note</th>
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<tr>
<td>9, 10</td>
<td>Complete typewritten manuscript.</td>
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<tr>
<th>Box Folder</th>
<th>Major Mss: My Life and Work, 1959</th>
<th>Scope and Contents note</th>
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<tbody>
<tr>
<td>9, 11</td>
<td>Complete typewritten draft with handwritten notes and corrections.</td>
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<th>Box Folder</th>
<th>Major Mss: My Life and Work, 1959</th>
<th>Scope and Contents note</th>
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<tbody>
<tr>
<td>9, 12</td>
<td>Complete handwritten draft.</td>
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| Box Folder | Major Mss: Sears' portion of an untitled, apparently unpublished cooperative book (written with Cubberley and Almack). Chapters 17-22. 1940 |
|------------|--------------------------------------------------|------------------------|

| Box Folder | Major Mss: Sears' portion of an untitled, apparently unpublished cooperative book (written with Cubberley and Almack). Chapters 23-32. 1940 |
|------------|--------------------------------------------------|------------------------|

| Box Folder | Minor Mss: Articles and Other Writings, 1921-22 |
|------------|--------------------------------------------------|------------------------|
| 9, 15      | Minor Mss: Articles and Other Writings, 1924-29 |
| 9, 16      | Minor Mss: Articles and Other Writings, 1930-34 |
| 9, 17      | Minor Mss: Articles and Other Writings, 1935-37 |
| 9, 18      | Minor Mss: Articles and Other Writings, 1941-49 |
| 10, 1      | Minor Mss: Articles and Other Writings, 1950-53 |
| 10, 2      | Minor Mss: Articles and Other Writings, Publication and Date Uncertain |
| 10, 3      | Minor Mss: Articles and Other Writings, Publication and Date Uncertain |
| 10, 4      | Minor Mss: Articles and Other Writings, Publication and Date Uncertain |
### Manuscriptal Materials

<table>
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<th>Box and Folder</th>
<th>Description</th>
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<tr>
<td>10, folder 5</td>
<td>Minor Mss: Articles on Rural Education, Publication and Date Uncertain</td>
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<tr>
<td>10, folder 6</td>
<td>Minor Mss: Addresses and Speeches, 1914</td>
</tr>
<tr>
<td>10, folder 7</td>
<td>Minor Mss: Studies and Surveys, Publication and Date Uncertain</td>
</tr>
<tr>
<td>10, folder 8</td>
<td>Minor Mss: Book Reviews, 1915</td>
</tr>
<tr>
<td>10, folder 9</td>
<td>Minor Mss: Sears’ Own Student Memorabilia [papers, class outlines and summaries], 1910-11</td>
</tr>
<tr>
<td>10, folder 10</td>
<td>Minor Mss: Miscellany [notes and outlines for articles or speeches, student paper by Myrtle G. Welton], Dates Uncertain</td>
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</tbody>
</table>

**Publications and Reprints.**

**General note**

[Box 11, a large record carton, contains journals and magazines which include articles or reviews by J.B. Sears. The box also contains copies of some of these same articles and reviews in reprint form.]

### 1979 Addenda

**SCOPE AND CONTENT**

This addenda to SC 005 (boxes 12-14) contains material given to the Archives by Robert R. Sears (son of J.B. Sears) in 1979. The bulk of the material is personal correspondence to and from family members and close friends, although there is a small amount of professional correspondence with Ellwood Cubberley. In addition the boxes contain several account books, pocket diaries, copies of J.B. Sears’ wife’s autobiography and copies of the Sears genealogy. The correspondence covers the years 1860-1973.

<table>
<thead>
<tr>
<th>Box and Folder</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>12</td>
<td>Chronological Correspondence, 1860-1973</td>
</tr>
<tr>
<td>12</td>
<td>Correspondence by individual, 1860-1973</td>
</tr>
<tr>
<td>12</td>
<td>Sears family history and genealogy</td>
</tr>
<tr>
<td>12</td>
<td>Misc. essays and poetry of J.B. Sears</td>
</tr>
<tr>
<td>12</td>
<td>Misc. essays and stories of Stella Richardson Sears</td>
</tr>
<tr>
<td>12</td>
<td>Memo books, pocket diaries</td>
</tr>
<tr>
<td>12</td>
<td>Memoirs of J.B. Sears’ trip to Europe, undated</td>
</tr>
<tr>
<td>13</td>
<td>Correspondence, still in envelopes</td>
</tr>
<tr>
<td>13</td>
<td>Unbound copies of Stella Richardson Sears’ autobiography</td>
</tr>
<tr>
<td>14</td>
<td>Account books (8) 1936-1962</td>
</tr>
<tr>
<td>14</td>
<td>Folder of correspondence, etc. relating to J.B. Sears’ death in 1973</td>
</tr>
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</table>

**PUBLIC SCHOOL ADMINISTRATION.** Typed and handwritten manuscript, fifteen chapters, undated

<table>
<thead>
<tr>
<th>Box and Folder</th>
<th>Description</th>
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<tbody>
<tr>
<td>15, folder 1</td>
<td>Preface and Introduction</td>
</tr>
<tr>
<td>15, folder 2</td>
<td>Chapter 1: An Approach to the Study of School Administration</td>
</tr>
<tr>
<td>15, folder 3</td>
<td>Chapter 2: The Tools of Research and Library Usage</td>
</tr>
<tr>
<td>15, folder 4</td>
<td>Chapter 3: The Background of Social Administration</td>
</tr>
<tr>
<td>15, folder 5</td>
<td>Chapter 4: Professional Organizations, Serial Publications, and Public Documents of the Field</td>
</tr>
<tr>
<td>15, folder 6</td>
<td>Chapter 5: Our Theory of Public School Administration</td>
</tr>
<tr>
<td>15, folder 7</td>
<td>Chapter 6: Federal Government and Education</td>
</tr>
<tr>
<td>15, folder 8</td>
<td>Chapter 7: State School Administration</td>
</tr>
<tr>
<td>15, folder 9</td>
<td>Chapter 8: County and Rural School Administration</td>
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<tr>
<td>15, folder 10</td>
<td>Chapter 9: Financing Public Education</td>
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<tr>
<td>15, folder 11</td>
<td>Chapter 10: Local School Administration</td>
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<tr>
<td>15, folder 12</td>
<td>Chapter 11: Personal Management</td>
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<tr>
<td>15, folder 13</td>
<td>Chapter 12: Supervision and Research</td>
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<tr>
<td>15, folder 14</td>
<td>Chapter 13: School Business Management</td>
</tr>
<tr>
<td>15, folder 15</td>
<td>Chapter 14: School Buildings</td>
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</tbody>
</table>
box 15, folder 16  Chapter 15: The Administration of a School
box 15, folder 17  Bibliographic Index Cards
Additional Papers  Accession ARCH-1990-112

box 16, folder 1  Education and the War Emergency: Letters and Bulletins from California School Executives Covering Emergency Activities assembled vol. 1, locations A-O [1941-1942], 1942,
box 16, folder 2  Education and the War Emergency: Letters and Bulletins from California School Executives Covering Emergency Activities assembled vol. 2, locations P-Z [1941-1942], 1942,
Additional Papers  Accession ARCH-2019-141

Box 1  Photograph album, presented to Jesse B. Sears after he taught at Kidder Institute, MO.
Box 2  50th wedding anniversary album, J.B. & Stella 1954
box 2, folder 1  Robert’s school project on birds of Santa Clara Valley 1920
box 2, folder 2  Stella’s baby journal
box 2, folder 3  Photographs of J.B. Sears & Robert R. Sears
box 2, folder 4  Photographs of J.B. Sears, Robert R. Sears, and Pauline Snedden Sears
box 2, folder 5  Robert’s mother’s diary 1910 Sep 3-1913 Jan 1
box 2, folder 6  Early photographs, Stella & J.B. circa 1900s
box 2, folder 7  Will and deed 1911, 1955