Guide to the Jesse Brundage Sears Papers

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Stanford University, Libraries. Department of Special Collections and University Archives
Stanford, California
2000
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Note
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Overview

Call Number: SC0005
Creator: Sears, Jesse Brundage, 1876-1973
Title: Jesse Brundage Sears papers
Dates: 1860-1973
Physical Description: 13.5 Linear feet
Language(s): The materials are in English.
Repository: Department of Special Collections and University Archives

Green Library
557 Escondido Mall
Stanford, CA 94305-6064
Email: specialcollections@stanford.edu
Phone: (650) 725-1022
URL: http://library.stanford.edu/spc

Custodial History

Information about Access
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.

Information about Access
None.

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Cite As
[Identification of item], Jesse Brundage Sears Papers, SC 005, Stanford University Archives, Stanford, Calif.

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

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...
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.

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.
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
Collection Contents

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 Content 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**
Personal History and Professional Correspondence.

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
Box 7, Folder 6  | 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
Box 7, Folder 7  | Personal History: Personal Financial Data, The material of this folder consists of tax records and dividend statements. 1967
Box 7, Folder 8  | Personal History: Personal Financial Data, The material of this folder consists of tax records and dividend statements. 1968
Box 7, Folder 9  | Personal History: Professional Memorabilia, General.
Box 7, Folder 10 | Personal History: Professional Memorabilia, Newspaper Clippings.
Box 7, Folder 11 | Personal History: Professional Memorabilia, Scratch Notes and Notebooks.
Box 7, Folder 12 | Professional Correspondence: General, A - M.

Scope and Content Note
(The correspondence is arranged alphabetically by correspondent, chronologically thereafter when a correspondent is represented by more than one item.)

Box 7, Folder 13 | Professional Correspondence: General, N - Z.
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.]

Box 7, Folder 14 | Professional Correspondence: Letters relating to Sears Scholarship awards at Kidder Institute in Missouri.
Box 7, Folder 15 | Professional Correspondence: Letters of greeting upon Dr. Sears' retirement from active teaching in 1942 [bound in leather notebook].

Manuscriptal Materials.

Box 8, Folder 1  | Major Mss: Classroom Organization and Control, 1918
Scope and Content Note
Typewritten manuscript of first ten chapters.

Box 8, Folder 2  | Major Mss: Classroom Organization and Control, 1918
Scope and Content Note
Typewritten manuscript of latter ten chapters.

Box 8, Folder 3  | Major Mss: The School Survey, 1925
Scope and Content Note
Typewritten manuscript of Part I (pp. 1-186).

Box 8, Folder 4  | Major Mss: The School Survey, 1925
Scope and Content Note
Typewritten manuscript of remaining Parts (pp. 187-424).

Box 8, Folder 5  | Major Mss: The Sacramento School Survey, 1928
Scope and Content Note
Typewritten manuscript of work done with Almack, Proctor, and Eelts, (pp. 1-270).
| Box 8, Folder 6 | **Major Mss: The Sacramento School Survey, 1928**  
Scope and Content Note  
Typewritten manuscript of work done with Almack, Proctor, and Eelts, (pp. 271-506).  |
| --- | --- |
| Box 8, Folder 7 | **Major Mss: The Sacramento School Survey, 1928**  
Scope and Content Note  
Typewritten manuscript (pp. 507-757) plus appendix and handwritten notes.  |
| Box 8, Folder 8 | **Major Mss: Modesto Junior College Survey, 1932**  
Scope and Content Note  
Handwritten manuscript.  |
| Box 8, Folder 9 | **Major Mss: City School Administrative Controls, 1938**  
Scope and Content 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 Content Note  
Typewritten manuscript of first draft material.  |
| Box 8, Folder 11 | **Major Mss: City School Administrative Controls, 1938**  
Scope and Content Note  
Typewritten manuscript of first four chapters.  |
| Box 8, Folder 12 | **Major Mss: City School Administrative Controls, 1938**  
Scope and Content Note  
Typewritten manuscript of latter four chapters.  |
| Box 8, Folder 13 | **Major Mss: Public School Administration, 1947**  
Scope and Content Note  
Typewritten manuscript of seven chapters (pp. 1-189).  |
| Box 8, Folder 14 | **Major Mss: Public School Administration, 1947**  
Scope and Content Note  
Typewritten manuscript of Chapters 8 through 13, (pp. 190-407).  |
| Box 8, Folder 15 | **Major Mss: Public School Administration, 1947**  
Scope and Content 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 Content Note  
Typewritten manuscript of first four chapters.  |
| Box 9, Folder 2 | **Major Mss: Nature of the Administrative Process, 1950**  
Scope and Content Note  
Typewritten manuscript of Chapters 5 through 9.  |
| Box 9, Folder 3 | **Major Mss: Nature of the Administrative Process, 1950**  
Scope and Content Note  
Typewritten manuscript of Chapters 10 through 14.  |
Box 9, Folder 4  **Major Mss: Nature of the Administrative Process, 1950**  
Scope and Content Note  
Typewritten manuscript of annotated bibliography and index; also handwritten manuscript of index.

Box 9, Folder 5  **Major Mss: Nature of the Administrative Process, 1950**  
Scope and Content Note  
Typewritten manuscript of various scattered pages and complete set of plate proofs for final version.

Box 9, Folder 6  **Major Mss: Cubberley of Stanford: and His Contribution to American Education, 1957**  
Scope and Content Note  
Handwritten manuscript of Preface through Chapter 5, with typewritten comments and changes by Adin D. [UNK] Sears' collaborator.

Box 9, Folder 7  **Major Mss: Cubberley of Stanford..., 1957**  
Scope and Content Note  
Handwritten manuscript of Chapters 6 through 8 with Henderson's typewritten comments and changes.

Box 9, Folder 8  **Major Mss: Cubberley of Stanford..., 1957**  
Scope and Content Note  
Handwritten manuscript of Chapters 9 through 11 with Henderson's typewritten comments and changes.

Box 9, Folder 9  **Major Mss: Cubberley of Stanford..., 1957**  
Scope and Content Note  
Handwritten manuscript of Chapter 12 through Appendices and Index with Henderson's comments and changes.

Box 9, Folder 10  **Major Mss: My Life and Work, 1959**  
Scope and Content Note  
Complete typewritten manuscript.

Box 9, Folder 11  **Major Mss: My Life and Work, 1959**  
Scope and Content Note  
Complete typewritten draft with handwritten notes and corrections.

Box 9, Folder 12  **Major Mss: My Life and Work, 1959**  
Scope and Content Note  
Complete handwritten draft.

Box 9, Folder 13  **Major Mss: Sears' portion of an untitled, apparently unpublished cooperative book (written with Cubberley and Almack). Chapters 17-22. 1940**

Box 9, Folder 14  **Major Mss: Sears' portion of an untitled, apparently unpublished cooperative book (written with Cubberley and Almack). Chapters 23-32. 1940**

Box 9, Folder 15  **Minor Mss: Articles and Other Writings, 1921-22**

Box 9, Folder 16  **Minor Mss: Articles and Other Writings, 1924-29**

Box 9, Folder 17  **Minor Mss: Articles and Other Writings, 1930-34**

Box 9, Folder 18  **Minor Mss: Articles and Other Writings, 1935-37**

Box 10, Folder 1  **Minor Mss: Articles and Other Writings, 1941-49**

Box 10, Folder 2  **Minor Mss: Articles and Other Writings, 1950-53**

Box 10, Folder 3  **Minor Mss: Articles and Other Writings, Publication and Date Uncertain**
Box 10, Folder 4  Minor Mss: Articles and Other Writings, Publication and Date Uncertain
Box 10, Folder 5  Minor Mss: Articles on Rural Education, Publication and Date Uncertain
Box 10, Folder 6  Minor Mss: Addresses and Speeches, 1914
Box 10, Folder 7  Minor Mss: Studies and Surveys, Publication and Date Uncertain
Box 10, Folder 8  Minor Mss: Book Reviews, 1915
Box 10, Folder 9  Minor Mss: Sears' Own Student Memorabilia [papers, class outlines and summaries], 1910-11
Box 10, Folder 10  Minor Mss: Miscellany [notes and outlines for articles or speeches, student paper by Myrtle G. Welton], Dates Uncertain

Box 11

Publications and Reprints.

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 Note
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.

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

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

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

| 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, |