Finding aid for the UCLA Lab School records UARC.0208

Finding aid prepared by University Archives staff, 1988; revised and prepared for online access by Katharine A. Lawrie, 2013; further revisions by Lori Dedeyan, 2019.

UCLA Library Special Collections
Online finding aid last updated 2019 November 4.
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URL: https://www.library.ucla.edu/special-collections
Contributing Institution: UCLA Library Special Collections
Title: UCLA Lab School records
Creator: UCLA Lab School
Identifier/Call Number: UARC.0208
Physical Description: 5.4 Linear Feet (5 document boxes, 1 carton, 6 flat boxes)
Date (inclusive): 1920-1999
Abstract: Record Series 208 contains the administrative files of the UCLA Lab School and its library, including reports, agendas and minutes, correspondence, and materials documenting the development of the elementary teaching program and credential. Also included are printed lesson plans and course materials, yearbooks, and photographs and scrapbooks documenting the school and its faculty and students.
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Language of Material: Materials are in English.
Conditions Governing Access
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Preferred Citation
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Immediate Source of Acquisition
Processing Information
Processed by University Archives staff, 1988; reprocessed by Lori Dedeyan, 2019.
Reprocessing included merging the contents of this record series with other records of the UCLA Lab School, formerly contained in Record Series 596 (Administrative Files, processed in 1996), Record Series 702 (Library Administrative Files, processed in 2001), and Record Series 728 (Scrapbooks, processed in 2002). Those record series numbers have now been retired.
UCLA Catalog Record ID
UCLA Catalog Record ID: 4676105
Administrative/Biographical History
UCLA Lab School was founded in 1882, as the demonstration school of the California State Normal School at Los Angeles. Located in downtown Los Angeles, the Normal School prepared teachers for educating the growing city. By 1914, enrollment at the Normal School had far exceeded capacity, and the institution, along with the children's school, moved to a Hollywood ranch off a dirt road that later became Vermont Avenue. In 1919, the regents approved the establishment of the "Southern Branch of the University of California," a two-year college located at the normal school. The two-year college expanded and officially became the University of California, Los Angeles in 1927. Two years later UCLA moved to Westwood and the children's school began leasing property owned by Los Angeles City Schools, on Warner Avenue.
In 1929, the children's school was called University Elementary School (UES) and the principal was Corinne A. Seeds. In 1945, the university lost its lease on the Warner Avenue location and was told to vacate the site by the following year. From September 1946 to June 1947, UES was without a schoolhouse, but some classes continued in private homes. Supporters of Seeds and progressive education successfully lobbied the state legislature to provide funds to relocate the school to the UCLA campus. Wartime restrictions prevented new building, but supporters found unused army barracks and transferred them to the Westwood campus to be used as a temporary school facility.
The first permanent school buildings for the elementary school were completed in 1950. They were designed by architects Robert Alexander and Richard Neutra. The architects worked closely with Seeds and other members of the school
community to create a campus that takes advantage of the natural landscape and promotes children's movement and exploration through the integration of indoor and outdoor space and flexible configurations of the learning environment.

In 1982 the school was renamed the Corinne A. Seeds University Elementary School. In 2009 the name was again changed to the UCLA Lab School, in order to better convey the school's purpose as a laboratory for research and innovation in education.

Scope and Contents
Record Series 208 contains the administrative records of the UCLA Lab School and its library, including reports, minutes, and correspondence; publications such as curricula, yearbooks, and bulletins; and photographs and scrapbooks of the school, its classes and students, and various events.

Arrangement
This collection has been arranged in the following series:
Series 1. Administrative files
Series 2. Publications
Series 3. Photographs and scrapbooks

Subjects and Indexing Terms
Education -- United States -- Experimental methods
Education, elementary -- California
Elementary school libraries -- California
Study and teaching (Elementary) -- United States
UCLA Lab School -- Archives

Scope and Contents
This series contains the administrative records of the Lab School and its library, including reports, correspondence, minutes, and plans relating to credentialing and school expansion.

box 1, folder 1
Library: monthly reports 1944-1965

box 1, folder 2
Library: quarterly reports 1965-1970

box 1, folder 3-4

box 1, folder 5

box 1, folder 6
Library: external correspondence 1962-1967

box 1, folder 7
Library: internal correspondence 1957-1968

box 2, folder 1
Library: Corinne Seeds Memorial Fund 1969-1970

box 2, folder 2

box 2, folder 3
Library: book donations 1949-1965

box 2, folder 4
Library: Capital improvements plans, proposals, and correspondence 1945-1976

box 2, folder 5
Establishment of kindergarten-primary credential for State of California 1920-1947

box 2, folder 6
Reports of the Training School 1920-1945

box 2, folder 7-8

box 2, folder 9
Minutes of the Corinne A. Seeds Archives Committee 1982-1983

Scope and Contents
This series contains Lab School publications, such as yearbooks, lesson plans and curricula, bibliographies, and bulletins. It also includes music and curricula used by the Lab School but published by other institutions.

box 3
Sequences of Activities 1934-1944
Scope and Contents note
Contains 10 volumes of teaching activities and lesson plans and objectives that were used at the University Elementary School from nursery school to the seventh grade.

<table>
<thead>
<tr>
<th>Box</th>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>1</td>
<td>Grading 2 Exercises: A Halloween Party 1925</td>
</tr>
<tr>
<td>4</td>
<td>2</td>
<td>University Elementary School bulletins 1933, 1957, 1974-1975</td>
</tr>
</tbody>
</table>

Scope and Contents note
Includes 2 volumes of Distinguished Books for Children bibliographies. These volumes were compiled by the University Elementary School library and list picture books, fiction, folklore and poetry. The 1965 list was compiled by Donnarae MacCann.

<table>
<thead>
<tr>
<th>Box</th>
<th>Folder</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>4</td>
<td>4</td>
<td>A Selected Acquisitions List, University Elementary School Library 1968</td>
</tr>
</tbody>
</table>

Scope and Contents note
Contains 2 volumes of bibliography. These volumes contain lists of picture books, fiction, nonfiction, poetry, myths, folktales and biographies recommended by the University Elementary School. Included are short summaries for fiction books and books recommended for librarians.

<table>
<thead>
<tr>
<th>Box</th>
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<th>Description</th>
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<tbody>
<tr>
<td>4</td>
<td>5-6</td>
<td>Yearbooks 1974-1998</td>
</tr>
<tr>
<td>4</td>
<td>7-8</td>
<td>Music curriculum and sheet music 1975, undated</td>
</tr>
</tbody>
</table>

Scope and Contents
Includes materials for the teaching of music, such as curricula and lesson plans produced by the Goose Creek Consolidated Independent School District (Baytown, Texas) and sheet music for various songs taught at the elementary school. These were not published by the Lab School.

Series 3. Photographs and scrapbooks 1948-1999

Scope and Contents
This series contains black-and-white and color photographs of Lab School buildings, classes, students, and events put on by the Family School Alliance, a volunteer organization for family members of students. It also includes scrapbooks of photographs, clippings, bulletins, announcements, and other documents.

<table>
<thead>
<tr>
<th>Box</th>
<th>Folder</th>
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<tbody>
<tr>
<td>5</td>
<td>2</td>
<td>Elementary School photographs 1965</td>
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<tr>
<td>5</td>
<td>3-5</td>
<td>Class photographs 1988-1999</td>
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<tr>
<td>6</td>
<td>1</td>
<td>Family School Alliance picnic photographs 1990</td>
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<tr>
<td>6</td>
<td>2</td>
<td>Family School Alliance photographs 1991-1992</td>
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<tr>
<td>6</td>
<td>3-6</td>
<td>Summer School photographs 1999</td>
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<tr>
<td>7</td>
<td>Photograph album circa 1969-1975</td>
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</tr>
<tr>
<td>8</td>
<td>Photograph albums 1971-1985</td>
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Scope and Contents
Two photograph albums.

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<th>Box</th>
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<tbody>
<tr>
<td>9</td>
<td>Scrapbook: Family School Alliance 1958</td>
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Scope and Contents
Two scrapbooks.

<table>
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<th>Box</th>
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<tr>
<td>11</td>
<td>Scrapbook: Family School Alliance 1971-1972</td>
</tr>
<tr>
<td>12</td>
<td>Scrapbooks: Family School Alliance 1975-1978</td>
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Scope and Contents
Three scrapbooks.