

ANNUAL REPORT 1957-58

The State Board of Education
and the
Commissioner of Education
to the
Legislature of the State of New Jersey

(Pursuant to N.J.S.A. 18:2-10 and N.J.S.A. 18:3-1)

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Division of State Library
Archives and History
TRENTON



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Teacher Training

1. Held two conferences concerning the proposed reorganization of vocational teacher training at Rutgers.
2. Developed and offered, in cooperation with the State Beauty Culture Board, the following courses:

| <i>First Term</i> | <i>Enrollment</i> |
|---|-------------------|
| (Operators and Owners of Beauty Shops) | |
| Health, Sanitation, and Methods for Keeping Up to Date in the Field of Beauty Culture | 25 |
| <i>Second Term</i> | |
| Cosmetic Chemistry | 20 |
| (Teachers in Private Beauty Culture Schools) | |
| Methods of Teaching | 20 |
| Development of Instructional Materials and Devices | 20 |

Division of the State Library, Archives and History

1. Inaugurated bookmobile service to Salem, Cumberland, and Gloucester Counties under Federal Library Services Act. Thousands of New Jersey citizens in this area received library service for the first time under this program.
2. Began mandatory certification of public librarians in communities under 10,000 population.
3. Made 348 visits to school and public libraries and participated in 626 meetings and conferences.
4. Co-sponsored, with the Graduate School of Library Service and the New Jersey Congress of Parents and Teachers, a workshop on reading and literature for children.
5. Installed new lighting fixtures in the reading room. In addition, as an anti-noise measure, glass panels were installed in the doors to the reading room, making it possible to keep these doors closed and eliminate outside noise. A partition was placed in the rear portion of the reading room to further eliminate noise created by the cataloging staff.
6. Integrated the Law, Legislative and General Reference Library catalogs thus facilitating research and acquisitions procedures. Classified more than one-third of the legal treatises collection according to subject.
7. Prepared hundreds of spot research reports and legislative histories for the Legislature.
8. Assisted the courts by performing research and distributing bi-weekly accessions lists of law and legislative reference materials.
9. Published a *Legal Research Guide* indicating the scope and organization of the law collection for the use of the members of the bench and bar.
10. Published a cumulative classified list of accessions to the Law and Legislative Reference collections for the period 1957-1958.

11. Published the *Genealogical Research Guide* to assist genealogists to locate materials in the State Library and other State offices in Trenton.
12. Authorized the destruction of more than 60,000 cubic feet of public records, almost double the total authorized for the preceding year.
13. Completed records inventories of approximately 80 per cent of all State agencies in Trenton and vicinity.
14. Approved retention schedules for Police Department records for all police agencies in New Jersey. In addition, approved retention and disposal schedules for the Departments of Agriculture, Treasury, State Police, and Employment Security.
15. Microfilmed approximately 2,000,000 images for 11 different State agencies.
16. Acquired two important early records: (1) The original lease of Dame Carteret to the first Twelve Proprietors of East, New Jersey (1681), and (2) The original Last Will and Testament of John Hart of Hopewell, Signer of the Declaration of Independence.

Division of the State Museum

1. Attracted an attendance of more than 115,000 people of all ages who came to the Museum this year—an increase of nearly 15,000 over the preceding year.
2. Conducted guided tours and gallery talks by trained assistants to a near record number of 900 school classes and community groups who came from our 21 counties, and from other states and countries.
3. Scheduled and filled through the Visual Aids Extension Service over 75,000 requests for instructional films, slides and exhibits, shipped to schools, clubs and other community groups in every county of the State. New films were evaluated and selected by teachers and specialists. The attendance at showings of materials in the field is anticipated at over three million people.
4. Presented, to supplement the permanent exhibitions of natural history and archeology, six special exhibitions with the cooperation of various state agencies, institutions, organizations, and individuals. These exhibitions included: Fishing in New Jersey, one of the most comprehensive exhibitions ever presented on the history of the art of fishing and the conservation of fishes in New Jersey, in cooperation with State Division of Fish and Game, and Fishing Clubs of New Jersey; Fall Bird Migration and How to Attract Birds in Winter, in cooperation with science department of Trenton State College; Nature in Sculpture, by eight New Jersey sculptors; History in Miniature in cooperation with local members of the Miniature Figure Collectors of America; Thirty Paintings from the Delaware Valley.
5. Scheduled 19 public programs for adults, highlighted by Federated Art Day with opening of art exhibit by Mrs. Robert B. Meyner, attended by representatives of New Jersey Federation of Women's Clubs from 65 communities; a series of 10 Bird Identification lectures presented by New Jersey Au-