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ANNUAL REPORT

1959-60

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Division of State Library,
Archives and History
TRENTON



The State Board of Education

and the

~~DEPARTMENT OF~~
~~EDUCATION~~
Commissioner of Education.

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to the

Legislature of the State of New Jersey

(Pursuant to NJSA 18:2-10 and 18:3-11)

Veteran and Apprentice Training

1. Completed the annual study to determine the number of apprentices employed in New Jersey and the number of these apprentices enrolled in approved related instruction classes. The study revealed that more than 3,500 apprentices were engaged in more than 71 different trades in New Jersey as of January 1, 1960. More than 98 per cent of those employed were found to be in an approved related instruction program.
2. During the year the Vocational Division accomplished the following in connection with their apprentice training responsibilities:
 - a. 62 Establishments approved for Apprentice training
 - b. 428 Apprenticeship agreements registered
 - c. 8 Establishments approved for On-the-Job training
 - d. 17 On-the-Job training agreements processed
 - e. 265 Certificates of Completion of Apprenticeship issued
 - f. 46 Establishments approved for Apprentice training under the Joint Approval Plan
 - g. 30 Apprenticeship agreements registered under the Joint Approval Plan.
3. Noted that the Joint Approval Plan, involving cooperative relations between local Apprentice Coordinators representing the State Department of Education, and the Field Representatives of the Bureau of Apprenticeship and Training, U. S. Department of Labor, became effective during November, 1959. The program is proceeding under a "Statement of Working Relationships" developed between representatives of both agencies.
4. Held meetings on six occasions during the year between the local apprentice coordinators and personnel of the Vocational Division to review problems and policies involved in the New Jersey State Apprenticeship Training. Three meetings included personnel from the U. S. Department of Labor, and problems and procedures involved in the Joint Approval Plan were reviewed and discussed
5. Continued work on the preparation and review of comprehensive related subject outlines to be used in connection with the New Jersey State Apprenticeship Program. The local apprentice coordinators assisted in the review of the proposed outlines.
6. Continued to work with the Veterans Administration in connection with veterans enrolled in apprentice and on-the-job programs under provisions of P.L. 550. Ninety-six agreements registered pertaining to veterans in training under P.L. 550.

Division of the State Library, Archives and History

Public and School Library Services Bureau

1. Noted that Governor Meyner signed library aid measures into law on December 1, 1959, and the Appropriations Act for 1960-61 includes an initial allotment of \$400,000 to be distributed on October 1, 1960. It is anticipated that this legislation will spark significant improvements in public libraries by encouraging greater local effort and cooperative methods.
2. Assisted many secondary and elementary schools in inaugurating new school

libraries and improving existing facilities in other districts that are expanding rapidly.

3. Cooperated with the Curriculum Division in serving as members of evaluation teams visiting secondary schools and in participating in elementary supervisors' meetings where the school library was the subject under consideration.
4. Observed National Library Week and distributed, with the assistance of Library Services Act funds, 62 teenage shelves (25 books each) to public libraries in communities under 10,000 population during National Library Week and for a loan period thereafter.
5. Conducted five regional "clinics" during May and June, 1960, to discuss the new State aid program with libraries and trustees.
6. Provided through the adult services section 25 exhibits to State-wide groups, including the Parent-Teachers Association, the State Grange and the Adult Education Association of New Jersey. These carefully-selected collections were geared to the special interests of the groups involved and all exhibits emphasized the use of the local library.
7. Noted that the Tri-County Library Services Center continued its impressive record of service to Cumberland, Gloucester and Salem Counties. Use of the Bookmobile increased by almost 18 per cent and the regional librarian and her staff gave consultative and advisory services in depth to local libraries within the three-county area.

Legislative Research Section

1. Provided reference and research assistance to practically all the 81 members of the Senate and General Assembly. This service included memoranda on many legislative problems, including various aspects of reapportionment, broad-based taxation and the rapid transit problem.
2. Served as research assistants to several legislative commissions, including the Commission on Out-of-State Taxation of New Jersey Residents, the Commission to Investigate Unfair Mortgage Practices, and the Commission to Study Blue Cross and Blue Shield. They assisted in the preparation of the final reports of the Mortgage Commission and in the writing of an interim report of the Out-of-State Tax Commission.
3. Worked a great deal of time in connection with the State aid to public libraries act. This involved preparing estimates of the amount of State aid accruing to each municipality as well as the drafting of regulations promulgated by the State Board.

Law and Legislative Reference Bureau

1. Processed by the Reference Desk 3,365 requests as against 1,840 in the same period the year before. During the same period, the Law Desk processed 4,658 requests as compared with 3,804 in 1959.
2. Improved the physical condition of the books and documents with the addition of a library maintenance worker this past spring. For the first time, these valuable collections are being maintained in proper order and kept free from dust and other harmful materials. The improved appearance and condition of the volumes has been marked with appreciation by both patrons and staff.
3. Made concentrated and increasingly successful efforts to obtain sufficient copies of all official New Jersey publications as soon as published.

4. Inaugurated, as a safety measure, a project to microfilm old official reports which exist in single copies only. In addition, the file of administrative rules and regulations has been reorganized for more effective use.
5. Reclassified the collection of New Jersey laws and other legal materials and a new collection of municipal charters and ordinances begun.

Bureau of Archives and History

1. Authorized more than 60,000 cubic feet of records for disposal by State, county and municipal offices during the period ending April 30, 1960. This is less than the 75,000 cubic feet destroyed in 1959, a record occasioned by the fact that many agencies had accumulated vast amounts of records up to that point without any plan of orderly disposal.
2. Established new Records Retention and Disposal Schedules for many State agencies and other units of government. One of the most inclusive schedules covered the business records of State institutions and agencies. This schedule, comprising 256 items, represented the work of many months of effort.
3. Developed a tentative Records Retention Schedule for the Garden State Authority. This schedule, when approved, will be used as a basis for a similar one for the Turnpike.
4. Received assignment in the Archives Bureau of custody of all State-owned portraits, many of which have been stored for many years under stairways located in the stacks of the State Library. All have been cleaned, catalogued and removed to the Bureau's vault in the State House. Arrangements are now being made to restore some of the more important paintings that hang on the walls of the State House.
5. Turned over, in keeping with the Bureau's policy of retaining only materials needed in its work and which relate directly to New Jersey, hundreds of WPA publications of no reference value to New Jersey to the National Archives.
6. Noted that among the most important archival accessions was the Royal Land Grant to William Franklin, Esq., Governor and Commander-in-Chief over the Province of New Jersey, 1773.
7. Began preparing materials to exhibit during the next four years, with three important celebrations coming up—the New Jersey Tercentenary in 1964, the Civil War Centennial 1961-65, and the New York World's Fair in 1964.
8. Noted that, in connection with the above-mentioned celebrations, the Director of the Division, in addition to his other duties, is serving as Secretary to the New Jersey Tercentenary Commission and as a member of the Historic Sites Evaluation Committee, which was appointed by the Commissioner of Conservation and Economic Development.

Division of the State Museum

1. Provided services for 129,183 visitors during the year, 9,000 more than the year before.
2. Provided guided tours for 1,243 school groups from 21 counties of New Jersey and from Pennsylvania. These visits represent about 30 per cent of the total attendance, and an increase of 113 groups over the previous year.
3. Noted that with the aid of the National Park Service (Flood Control Salvage Program), the Archeological Society and the State, the New Jersey Delaware River shore in the Tocks Island Reservoir Area was surveyed and test-pitted by a professional archeologist from Columbia University; 36 sites were sur-