R. W. COLEMAN, VICE PRESIDENT
FRANK E. TYLER, COUNSEL

J. A. BOWMAN, PRESIDENT

C. W. BAKER, VICE PRESIDENT
F. P. HUNTER, SECY. & TREAS.

Dec 22 19 43

M Bill Davidson

# To BURGNER-BOWMAN-MATTHEWS LUMBER CO., Dr.

## LUMBER AND BUILDING MATERIAL

*All Bills subject to Draft on 10th of month following date of purchase.*
*Interest at the rate of 8% per annum will be charged each month applying to all accounts which have not been paid within 60 days from date of sale.*

| DATE | DESCRIPTION | QUANTITY | PRICE | |
|---|---|---|---|---|
| Dec 21 | 11 Studs 4x7 3/8" Calotex | 308 | 400 | 123 20 |
| | Sales tax | | | 07 |
| | 4 1/6 12' Cyp Clapdr | 24 | 995 | 239 01 |
| | Sales tax | | | |
| | | | | 14 69 |
| | 168 9/49 | | | 692 |
| | | | | 21 39 |
| | | | | 23 10 |
| | | | | add 24 49 |

Paid by
I.C.C.
1/14/44

January 15, 1944.

Mr. C. G. Hesse, Vice President,
The Lawrence Paper Company,
Lawrence, Kansas.

Dear Gerry:

Thanks a million for your generosity, thoughtfulness and initiative. You and your fine firm certainly hit the spot with us. I want you and the rest of the directors to see this fine school in operation.

I am sending you a KFKU Newsletter. Miss Evans, who has charge of the children, is the young lady depicted on the back.

I believe that everybody who takes part in helping this fine kiddie program along will feel happy concerning their efforts.

Again, I am very grateful.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

JAYHAWK BOXES

THE LAWRENCE PAPER COMPANY
LAWRENCE, KANSAS

January 14, 1944

Mr. F. C. Allen
K. U. Athletic Department
University of Kansas
City

Dear Phog:

Enclosed is our company check for the $20.00 which I wish you would apply on the improvement on the Jayhawk Nursery School.

I am having our Mr. Kenney in Oklahoma City contact Jeff Williams. Kenney manages the Sooner Box Company for us and is a Rotarian in Oklahoma City.

Yours very truly,

THE LAWRENCE PAPER COMPANY

C. G. Hesse, Vice President

CGH:w

"Carry the Load to the end of the Road"

January 20, 1944

Dr. F. C. Allen,
Department of Physical Education
University of Kansas

Dear Dr. Allen,

We have measured the space we would like to have covered by a mat, and find it to be ten feet four inches by six feet. We realize it quite probable that you have not mats of this exact size, and we want you to know that it is likely that we can use anything of that approximate size. As you know, we have in our basement a small indoor gym, and we feel a mat under it would reduce danger to the children.

Sincerely,

Mary Elizabeth Evans

Lawrence Nursery Committee:

The lovely playground in the back of the nursery school is not available to the children during the winter time because of the very cold weather, so we have had some work done in the basement to accommodate them during the winter months. The basement is of stone, and there were cracks and holes in the walls which we had plugged up, both inside and outside, to keep the cold air out. The furnace has been walled off with bristol board, and the entire basement cleaned and painted - ceiling, walls and the new bristol board. There is now a lovely, light, warm play space for the children. The play apparatus has been moved in, and the basement room is very comfortable.

The bill for this improvement was a little over $80.00. I went to the Rotary Club and the Board of Directors gave $40.00 from the milk fund, but we went ahead and fixed up the playroom without additional funds before the beginning of cold weather.

I am asking each one of the members of the Nursery Committee to stop by some morning around 10:30 and really inspect this play area. I know it will give you a very happy reaction to see that something has been done for these little youngsters. I went ahead and had the work done, and now am trying to get $40.00 or more to finish paying the bill. I am not asking you people for a penny - I just want you to look at it. I am going to get the $40.00 from somebody, but I promise it won't be you. Your payment is made if you make the trip over there.

Very truly yours,

Chairman.

January 27, 1944.

Mr. R. W. McClure,
Kansas Electric Power Co.,
Lawrence, Kansas.

Dear Mac:

You were kind enough to mention that your fine firm would make a ten dollar contribution toward the Nursery. If you care to make a check and mail it to me I will see that the bills are paid.

The Nursery is going over with a bang. They now have twenty-five enrolled, and they are well on their way. Did you see the little folder that was passed out by the public school teachers to the children in school? I know that you will be interested.

Sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

January 14, 1944.

Memorandum to Chancellor Malott:

I called your office this morning hoping that I could taxi you down to the Nursery Home, but you were busy, and to save your time and mine, I am sending this note. I wanted you to see the splendid improvement that the Nursery Committee has done for the children in the basement of the Nursery Home.

We have spent over $80.00 in these permanent improvements, and got better than a hundred dollars worth of remodeling and work done on a much-needed play space. The lovely playground in the back of the Nursery is not available to the children during the winter time because of the very cold weather. The basement is of stone, and there were cracks and holes in the walls which we had plugged up, both inside and outside, to keep the cold air out. The furnace has been walled off with bristol board, and the entire basement cleaned and painted - ceiling, walls and everything. There is now a lovely, light, warm play space for the children. The play apparatus has been moved in, and the basement room is very comfortable.

We obtained $40.00 from Rotary, from their milk fund, and we are asking other charitably inclined organizations to help us out. The work is done and we will get the money. I hope that you can drive by soon and see the nursery basement with its animation of young life.

An additional reason for wanting to take you there this morning was to show you the need for a wooden floor in the garage. I wonder if you would not agree to have the University make this improvement since the Nursery Committee did the larger improvement. The nursery needs the floor so they can use the garage for a workshop.

I also got Hunsinger to knock something over $4.00 off his taxi bill when some of the children got ill, yet he made the regular trip but did not haul the agreed upon number, which of course was not his own fault.

Sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

January 10, 1943

Dear Dr. Allen,

First we want to thank you very much for our re-modelled basement. We all are enjoying it very much.

Our greatest problem at the present is that of transportation. We have approximately twelve children who would be interested in some sort of transportation if it could be provided. Our present taxi service is not satisfactory, for several reasons. One is the additional burden that falls upon the parents of one or two children when a third child is ill. Another is that the taxi company is not quite reliable; they are frequently guilty of forgetting to make the calls, which brings about a situation in which a mother is late to work and inclined to be angry at the nursery school. Will you be good enough to see what sort of an arrangement can be made, bearing in mind that its cost must be low?

Sincerely,

Mary Elizabeth Evans

P.S. Perhaps it would be possible to enlist the aid of the Salvation Army in picking up the children -

January 13, 1944.

Miss Edna Hill,
Home Economics Department,
106 Fraser.

Dear Miss Hill:

I have been endeavoring to get the Chancellor to take him to see the work that has been done at the Nursery School. I want to impress upon him the fact that $80.00 has been spent there to improve the building and not one penny has come from the University budget.

We could not have gotten this job done for less than a hundred dollars if we had asked the University to do it or any contracting carpenter, but we had Mr. Dell Davidson who not only is very economical but very ingenious in saving material and doing a swell job.

You can see by the enclosed letter that we are asking the members of the Nursery Committee to visit the school and see what has been done.

You will note that we got a reduction of better than $4.00 from Mr. Hunsinger on the adjustment in taxi hauling.

With assurances of my full cooperation in this fine project, I am

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH
Enc.

January 13, 1944.

Lawrence Nursery Committee:

| | |
|---|---|
| Mr. Kelvin Hoover | Mrs. A. H. Turney |
| Mr. Dolph Simons | Dr. Mary Boyden |
| Mrs. Mildred Watson | Miss Edna Hill |
| Mrs. Pete Reedy | Supt. Clifford Dean |
| Mrs. F. P. OBrien | Mr. Lloyd Houston |
| | Mr. Howard Sutherland |

Dear Friends:

The lovely playground in the back of the nursery school is not available to the children during the winter time because of the very cold weather, so we have had some work done in the basement to accommodate them during the winter months.

The basement is of stone, and there were cracks and holes in the walls which we had plugged up, both inside and outside, to keep the cold air out. The furnace has been walled off with bristol board, and the entire basement cleaned and painted - ceiling, walls and everything. There is now a lovely, light, warm play space for the children. The play apparatus has been moved in, and the basement room is very comfortable.

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I am asking each one of the members of the Nursery Committee to stop by some morning around 10:30 and really inspect this play area. I know it will give you a very happy reaction to see that something has been done for these little youngsters. I went ahead and had the work done, and now am trying to get $40.00 or more to finish paying the bill. I am not asking you people for a penny - I just want you to look at it. I am going to get the $40 from somebody, but I promise it won't be you. Your payment is made if you make the trip over there.

Very truly yours,

Forrest C. Allen

FCA:AH

Chairman, Lawrence Nursery Committee.

January 13, 1944.

Mr. R. W. McClure,
Kansas Electric Power Co.,
Lawrence, Kansas.

Dear Mac:

I am enclosing the list of children who are now enrolled at the Nursery School, together with their addresses.

Good luck to you with the Salvation Army.

Sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

NURSERY SCHOOL ROSTER (January 13, 1944)

Children who come at 8 o'clock:

| | |
|---|---|
| Judy Lewis | 308 West 12th |
| J. W. Miller | 1116 New Jersey |
| Mary Frances Ratliff | 1332 Vermont |
| Dolores Douglas | 1652 Illinois |
| Glen Freeman | 1337½ Mass. |
| Roberta Johnson | 1618 Vermont |
| _____ Cornwell | 1336 Tennessee |

Children who come at 9 o'clock:

| | |
|---|---|
| Mary Anderson | 1700 Miss. |
| Tommy Ferguson | 810 West 8th |
| Harry Reed | 1700 Miss. |
| Karen Tuttle | 342 Indiana |
| Jimmy Riley | 2145 Learnard |
| Eugene & Phyllis Wood | 839 Conn. |

Children who may enroll:

| | |
|---|---|
| Robert Jones | 19 West 14th |
| Judy Slater | 704 West 12th |

Mother employed at Paper Mill -

Mrs. J. R. Collins - has 2 children
~~xdx~~ in Nursery School.

Mrs. Nelson also works there but has not yet enrolled her two children (Billy and Bobby) at the Nursery School.

Mrs Jack Riley
Leonard St.

# *To Mothers*

WHILE YOU WORK

Let us Help Your Child

LEARN AS HE PLAYS

## What Is the Nursery School?

The nursery school is a home away from home for your child. Here he is given the best possible care by workers trained in child guidance. Here, also, he has wholesome play with many other children between the ages of two and five, and a chance to use freely the array of toys and play equipment. The nursery school has been provided that you may serve the war effort with peace of mind, knowing that your child is safe and happy.

## What Will Your Child Do at Nursery School?

Indoor play, blocks, singing, stories till 9. . . .

Rest in his very-own bed for nearly half an hour. . .

Followed by cod liver oil and fruit juice

Outdoor play (depending on the weather, of course)
till 11:30

Then lunch-time, with its party air . . . .

And a long nap. . . . till 3 or 3:30

Now sandwiches and milk, and then

More play, indoors and outdoors, till

Mother comes.

## Why Do Children Like Nursery School?

The wide choice of games, toys, and play equipment

The fun of "playing" with paints, clay, crayons

The thrill of storytelling hour and of singing and musical games

The "belongingness" resulting from using the specially designed tot-sized furniture—tables, chairs, lockers, cupboards, and cots.

The special delight in always having "someone to play with."

## Why Do Parents Like Nursery School?

They can confidently leave their children during working hours, knowing they are enjoying these advantages:

Carefully supervised outdoor play

Nutritious well-planned meals

Playmates their own ages and "loads" of play space and toys

Regular and frequent rest periods

Encouragement of good health habits

# UNIVERSITY NURSERY SCHOOL

1100 MISSOURI STREET

TELEPHONE 254

**HOURS:** 6:45 a.m. 6:00 p.m.

**FEES:** $3.00 for six day week

DAY NURSERY COMMITTEE

| | Tel. |
|---|---|
| Dr. Allen, Chairman ✓ X | |
| Kelvin Hoover ✓ | 30 |
| 20. Dolph Simons ✓ X | 22 |
| Mrs. Mildred Watson ✓ X | 975 |
| ? Mrs. Pete Reedy ✓ ? | 1395R 176 |
| Mrs. F. P. OBrien ✓ X | 1287 |
| Mrs. A. H. Turney ✓ X | 2932W |
| Dr. Mary Boyden ✓ X | 544 |
| Miss Edna Hill ✓ X | K.U. 22 |
| Supt. Dean ✓ X | 422 |
| no Mr. Lloyd Houston ✓ X | 375 |
| no Mr. Howard Sutherland X | 422 |

(Colonial Tea Room - 978) ✓ X

THE UNIVERSITY OF KANSAS
Lawrence

July 30, 1943

Day Nursery Committee:

Kelvin Hoover
Dolph Simons
Mrs. Mildred Watson
Mrs. Pete Reedy
Mrs. F. P. OBrien
Mrs. A. H. Turney
Dr. Mary Boyden
Miss Edna Hill
Clifford L. Dean
Lloyd Houston
Howard Sutherland

Dear Friends:

Miss Edna A. Hill, head of the Department of Home Economics, wrote me today that the University people had met with so many difficulties in getting Myers Hall ready for the nursery that the Chancellor had allowed Miss Hill to rent the University-owned house at 1100 Missouri Street.

Since it is necessary to move the nursery from New York School in four weeks, the decision had to be made without an opportunity for the Nursery Committee to meet. I was informed by Miss Hill that she had contacted Mr. Dean, Mrs. Turney and Mrs. O'Brien, and I am merely writing the information as I get this from Miss Hill. I was not present at any of the meetings but was happy that progress on the nursery has gone forward. The plumbing difficulty presented the greatest problem, but that has been worked out satisfactorily due to the new location.

I do not believe that it is necessary now to have a committee meeting unless at some time in the near future we could arrenge one so that the members could meet the new personnel of the Nursery School. However, it would of necessity be an evening meeting because they are busily engaged during the noon hour. For that reason I am making this progress report to every member, trusting that the action is highly satisfactory and pleasing to the members of the board.

Very cordially yours,

FCA:AH

Chairman.

THE UNIVERSITY OF KANSAS
LAWRENCE

DEPARTMENT OF HOME ECONOMICS

Dear Dr. Allen,

We have met with so many difficulties in getting Myers' Hall ready for the nursery school that the Chancellor has allowed us to rent the University owned house at 1100 Missouri Stret. Since we have to move from the New York school in four weeks we had to make this decision without a meeting of the committee. The present tenants at 1100 Missouri stret had to be given thirty days notice. I have called Mr. Dean, Mrs. Turney, Mrs O'brien and will try and contact some of the other members. Perhaps we may have a meeting of the committe soon.

Edna A. Hill

February 11, 1944.

Mr. R. W. McClure,
Kansas Electric Power Co.,
Lawrence, Kansas.

Dear Mac:

Although I told you that I received your very gracious contribution, nevertheless I am acknowledging it by letter and amplifying my thanks to you for your thoughtfulness and generosity.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

# The Kansas Electric Power Company

GENERAL OFFICE
LAWRENCE, KANSAS

January 28, 1944

Dr. Forrest C. Allen
University of Kansas
Lawrence, Kansas

Dear Phog:

I am certainly sorry that I have been delayed in forwarding check for $10.00 to help defray cost in connection with the nursery school. I have been out of town for several days and the boys held up the check until I returned.

If you have trouble getting the remaining $10.00, please let me know and perhaps I can help you out some more.

Very sincerely yours,

Mac

RWMcClure:mol

BABY UNIT:

The suggestion of some plan for caring for infants was made by Ira B. Nuzum, housing manager at Sunflower Village. He had received a number of inquiries about the possibility of such a service and felt that a definite need existed. It was his suggestion that some plan be worked out for care of babies by Village women in their own homes--the plan to be administered by the staff of the Child Service Building. Upon consulting several doctors this plan was discarded, since they were unanimous in the opinion that too much responsibility was being taken for a situation over which too little control could be exercised.

With the present large scale attempt by Hercules Powder Company to enlist more workers at S. O. W., the problem has become more acute. Plant officials have suggested the service several times as one which would be invaluable; numerous inquiries from parents about the availability of the service have come into the Child Service office. With this demand it was deemed wise to attempt to work out a feasible plan for the operation of a unit for care of infants.

It was found that a dwelling unit in the Village could be used to house the infant nursery. A four room unit will be used; one room is a kitchen, one will be used for baskets for very young babies, one will be used for cribs for older babies, and the fourth will be used as play space for the older babies. We plan to take infants between the ages of three and eighteen months. Children over the age of eighteen months will be accepted at the nursery school.

As with all the other services located at Sunflower Village, the baby nursery will be open twenty-four hours daily, seven days weekly. The fact that workers on the assembly line at S. O. W. are on rotating shifts (see discussion under nursery school units) makes this necessary.

On our present nursery school staff we have Mrs. Amanda Duffin, who was in charge of the nursery at St. Luke's Hospital in Kansas City. The responsibility for the baby unit will be hers. She will be assisted by two other registered nurses, (one nurse, then, on each eight-hour shift) and by a lay person who will be on duty when the nurses take their weekly day off and at other times when needed.

The health of the infants will be scrupulously cared for: (1) physical examinations bafore enrollment is accepted; (2) constant observation by the staff of nurses. Isolation will be possible by the use of the isolation unit which will serve all of the child care facilities.

Mothers of babies still on formula will be asked to bring sufficient amounts when the baby is brought to last through the infant's hours in the nursery. It will then by the responsibility of the staff to warm the bottles and feed the babies. Food for the older babies will be prepared in the kitchen at the child care building and carried to the infant unit.

NURSERY SCHOOL UNITS AT VILLAGE:

The nursery school unit was opened at Sunflower Village on February 14, 1944, with seven children enrolled. In less than three months it has grown until over fifty children are in attendance. The nursery school is housed in the Child Service Building planned to accommodate two nursery school units. Since, at the present time, the extended care unit is also housed in the Child

Service Building and the building is used to capacity, no active attempt to increase enrollment has been made. However, after May 19, the extended care unit will be housed in the public school building, the nursery school enrollment will be pushed to a capacity enrollment of eighty.

In answer to much demand the service was extended from day care to twenty-four hour service, as of March 6. This move was made because workers on the lines at S. O. W. are on rotating schedules, so that every two weeks they change shifts. The shifts are 8 - 4, 4 - 12, 12 - 8. Obviously, then, to be of any material aid to the parents, the nursery schools (or any other units) must be prepared to care for children for a full twenty-four hours.

The health of the children in the nursery school units and extended care unit is well cared for. The usual physical examination is required before a child attends. Three nurses are on the staff, each on an eight-hour shift, so that one is continuously at the child service building. Should a child become ill, he is taken to the isolation room, which is in the administration building, immediately adjacent to the child service building. There he is kept, under the observation and care of the staff nurse, until his mother can call for him.

The staff is discussed under notes appended to the proposed budget.

EXTENDED CARE UNIT:

Extended care was begun at Sunflower Village on April 10, with the enrollment held down to ten children for a trial period. Now, after four weeks, the enrollment has increased to over twenty. An enrollment of about fifty is expected when the public schools are dismissed for the summer on May 19.

At the present time the unit is housed in the Child Service Building. As of May 19, however, it will be moved into the school building, immediately adjacent to the Child Service Building. When school reconvenes in the fall, and the space in the school building is again in use, the unit will be housed in one of the dwelling units, probably.

There is particular need for this service for the first and second grade children since these grades are conducted on shifts. Group A attends school from 8:30 to 10:30 and from 12:30 to 2:30. Group B attends school from 10:30 to 12:30 and from 2:30 to 4:30. Because of this plan, extended service at the Child Service Building is not just after school care, but is round the clock care, for some school children are present at all times.

As in the nursery schools and proposed baby unit, twenty-four hour service is a necessity for working parents. In the case of the extended care unit, twenty-four hour care is accomplished economically by having the older children sleep at the Child Service Building, where they are cared for by the nursery school night staff.

Meals for the extended care group will be prepared, as they are now, in the kitchen at the Child Service Building, and served there.

New powder lines are being set up at S. O. W., and the plant is expanding rapidly. Naturally this heightens the problem of finding workers. In a talk with the interviewers of the Hercules personnel department, I was told that

women must be the manpower source to be tapped now. The interviewers stated that one of the most common determents to women's working is the problem of care for their young children. The interviewers now carry complete information on the child care facilities offered in Sunflower Village, as well as several photographs taken at the Child Service Building.

Since S. O. W. is desperate for workers, since more and moremen are going into the services leaving wives who must work to support their families, it becomes most vital that the child care facilities be continued and expanded in every feasible way.

## 1100 MISSOURI STREET, LAWRENCE

This nursery school was opened at its present location on October 4, 1943, with an attendance of about ten children. The present enrollment is thirty-seven. This means that a condition of overcrowding exists, for the indoor play space, according to minimum standards set up by the Kansas State Board of Health, will accommodate slightly fewer than twenty children. It is hoped that an additional large playroom can be constructed; if this is possible, the enrollment will be allowed to reach fifty, with an anticipated daily attendance of thirty-five to forty. This nursery school is open from 6:45 a.m. to 6:00 p.m., and is operated in accordance with nursery school standards.

In the same way that the desperate need for workers at S. O. W. affects child care enrollment at the Village, so does it affect the need in Lawrence for increased facilities for child care. Women are being drawn from the secondary employments to work at S. O. W., and their places in the secondary employments in Lawrence must be filled. Women are going directly from their homes to S. O. W., and their children must be cared for.

Need has been expressed for a second nursery school in Lawrence to serve Negro children. These children, whose mothers also are employed (many of them at S. O. W.), are being cared for inadequately if at all. The proposed site of the school would be in North Lawrence, the home of most of the city's Negro population. This school would be operated the same hours and with the same standards as the school at 1100 Missouri Street.

NURSERY UNITS
(Two single units and one double unit)

I. ADMINISTRATION:

| | | |
|---|---|---|
| 1. Salaries - director | @$200 per mo. | |
| 2. Travel | @ 10 " " | (1) |
| 3. Supplies | @ 10 " " | |
| 4. Toll calls | @ 10 " " | (2) |
| 5. Clerical | @ 20 " " | |
| 6. Accountant | @ 25 " " | |

II. INSTRUCTION:

| | | |
|---|---|---|
| 1. Head teachers | 2 - @ $140 per mo. | (3) |
| 2. Gead teacher | 1 - @ 180 " " | |
| 3. Travel | 14 " " | |
| 4. Assistant teachers | 5 - @ 130 " " | (4) |
| 5. Assistant teachers | 5 - @ 140 " " | |
| 6. Teachers helpers | 2 - @ 65 " " | (5) |
| 7. Supplies | @ 45 " " | (for 4 units) |

III. AUXILIARY:

| | | | | |
|---|---|---|---|---|
| 1. Food | 20,075 breakfasts | @ $ .15 | $ 3,011.25 | (6) |
| | 15 ,110 lunches | @ . 25 | 12,777.50 | |
| | 20,075 suppers | @ . 15 | 3,011.25 | |
| | 146,040 auxiliary feedings | @ .05 | 7,302.00 | |

2. Cooks
2 cooks @ $ .45 per hr. (43 hrs. per week) (7)
1 cook @ .60 per hr. (48 hrs. per week)
2 cooks @ .50 per hrs. (48 hrs. per week)

3. Nurses
1 nurse @ $130 per mo. (full time or equivalent) (8)
3 nurses @ 125 per mo. (Sunflower Ordinance) (9)

4. Supplies
Health @ $ 10 per mo. (4 units)

IV. OPERATION OF PLANT:

| | | | |
|---|---|---|---|
| 1. Salaries | 2 janitors | part-time, each | @ $20 per mon. |
| | 1 janitor | part-time | @ 30 per mon. |
| 2. Supplies | (for 4 units) | | @ $20 per mon. |
| 3. Heat | | 1- | @ $10 per mon. |
| | | 1- | @ 50 per mon. |
| 4. Utilities | | | @ $50 per mon. |
| 5. Laundry | (2 units) | | @ $15 per mon. |
| 6. Maintenance repairs | (per unit) | | @ $25 per yr. |

V. FIXED CHARGES:
Rent for one unit @ $40 per mon. (10)

VI. EQUIPMENT:
New for additional unit $2500 for year
Replacement and supplemental @ $200 per unit $600 per year

## ONE UNIT

Extended day care - 50 children from 5 to 12 at Sunflower Ordnance

I. ADMINISTRATION: (covered by nursery school budget)

II. INSTRUCTION:

1. Salaries - 3 teachers @ $140 per mon.
2. Supplies @ $ 20 per mon.

III. AUXILIARY:

1. Food (Included in nursery school budget)
2. Salaries - 1 cook-housekeeper @ $ .50 per hr. (7)
3. Nurse (Covered by nursery school budget)
4. Supplies (Covered by nursery school budget)

IV. OPERATION OF PLANT:

1. Heat @ $ 10 per mon.
2. Utilities @ $ 15 per mon.

V. FIXED CHARGES:

Rent ---------

VI. EQUIPMENT:

Furnished by school and P. P. H. A.
in summer
Shop equipment, looms, games, etc. @ $250.

INFANT UNIT

I. ADMINISTRATION: (Covered by nursery school budget)

II. INSTRUCTION: ----------

III. AUXILIARY:

| | | |
|---|---|---|
| 1. Salaries - | 1 nurse | @ $150 per mon. |
| | 2 nurses | @ $130 per mon. |
| | 1 helper | @ $.50 per hr. |
| 2. Food | | @ $10.50 daily |
| 3. Laundress | | $780 |
| 4. Laundry supplies | | $120 |

IV. OPERATION:

| | |
|---|---|
| 1. Heat | @ $10 per mon. |
| 2. Utilities | @ $15 per mon. |

V. FIXED CHARGES: ---------

VI. EQUIPMENT: @ $500

Notes to Budget:

(1) It is necessary for the director to travel from Lawrence to Sunflower Village frequently. This is a distance of about sixteen miles, and his fare is $.25 in each direction.

(2) Toll calls are made necessary because Sunflower Village is located on the Kansas City telephone exchange.

(3) The head teacher at Sunflower is in charge of the two nursery units, the extended care unit, and the proposed infant unit. Her traveling expenses, to ~~as~~ and from Sunflower, as are the director's, are included in the budget.

(4) a. The teachers at 1100 Missouri will be 4 (1 head teacher, 3 assistant teachers) to care for an enrollment of 50. Shifts as follows: head teacher: 9 - 4 daily; Assistant A: 6:45 - 1 daily; Assistant B: 10 - 5 daily; Assistant C: 12 - 6 daily.

b. S. O. W. 80 enrolled - probable daily attendance of fifty - nights of 30 (30 children who stay at night are there part of day. Those whose parents are on 4-12 shift arrive at about 3 in afternoon and remain until 9 or 10 the next morning when parents have worked and slept and can call for their children.) Four teachers in days - one at night. Never more than four; never less than two are present.

(5) Teachers helpers are added in case no trained people can be found to be assistant teachers.

(6) Food calculated on basis of cost per meal per child for the year.

(7) Schedule as follows:
A. 7 A.M. - 3 P.M.
B. 8:30 A.M . - ~~3~~:30 P.M.
C. 4:P.M. - 8 P.M.
D. Works each of above shifts one day a week and at least one day a week for cleaning.

(8) A full time nurse who will divide her time between the two nursery schools in Lawrence.

(9) Three nurses, each on an 8-hour shift to cover entire 24 hours and serve 2 nursery schools and 1 extended care units.

(10) Building at 1100 Missouri is given by University of Kansas. Building at Village was built for nursery school by F. P. H. A . and is rent free. Rent item is for housing for proposed nursery school in North Lawrence.

Fees will be charged in the following way: The usual attendance in the nursery schools of anything up to 14 hours, that is to say, a stay which includes supper, the night, and breakfast or a stay which includes the day and lunch, will be charged for at the rate of 50¢ per day. If a child who has been in the nursery school over night, eaten supper and breakfast, is left at the nursery school through the noon meal, he will be charged 25¢ in addition to the 50¢ fee. If a child has breakfast or supper beyond his daytime stay he will be charged extra fees in the amount of 15¢ for supper or 15¢ for breakfast.

In the same way children in the extended day care unit will be charged extra fees (25¢ for lunch, 15¢ for breakfast, or 15¢ for supper) in addition to the regular fee of 40¢ per day, should they remain at the child care center excessive hours.

In the infant unit, the fee will be $1.00. Fees for stays of more than 14 hours during the night or more than 10 hours during the day will be computed on the same basis as in the other units (25¢ for lunch, 15¢ for breakfast, and 15¢ for supper).

Figuring on this basis, the total fees for the year, figured on an approximate basis will be $20,155.

# SUMMARY BUDGET

| | Per Year |
|---|---|
| **I. ADMINISTRATION** | |
| **Budgets A, B, & C** | |
| 1. | $2400.00 |
| 2. | 120.00 |
| 3. | 120.00 |
| 4. | 120.00 |
| 5. | 240.00 |
| 6. | 300.00 |
| **II. INSTRUCTION** | |
| **Budget A** | |
| 1. | $3360.00 |
| 2. | 2160.00 |
| 3. | 168.00 |
| 4. | 7800.00 |
| 5. | 10080.00 |
| 6. | 1600.00 |
| 7. | 560.00 |
| **Budget B** | |
| 1. | $5040.00 |
| 2. | 240.00 |
| **Budget C** | |
| **AUXILIARY SERVICES** | |
| **Budget A** | |
| 1. | $26102.00 |
| 2. | 7806.00 |
| 3. | 6060.00 |
| 4. | 120.00 |
| **Budget B** | |
| 1. | |
| 2. | |
| 3. | |
| 4. | 2148.00 |
| **Budget C** | |
| 1. | $4920.00 |
| 2. | 3832.50 |
| 3. | 780.00 |
| 4. | 120.00 |

E

## IV. OPERATING COSTS

| | |
|---|---|
| **Budget A** | |
| 1. | $ 840.00 |
| 2. | 240.00 |
| 3. | 840.00 |
| 4. | 600.00 |
| 5. | 360.00 |
| 6. | 100.00 |
| **Budget B** | |
| 1. | $ 120.00 |
| 2. | 180.00 |
| **Budget C** | |
| 1. | $ 120.00 |
| 2. | 180.00 |

## V. FIXED CHARGES

| | |
|---|---|
| Budget C | $ 480.00 |

## VI. EQUIPMENT

| | |
|---|---|
| Budget A | $2500.00 |
| | 600.00 |
| Budget B | $ 250.00 |
| Budget C | $ 500.00 |

Total expenditures for the period beginning July 1, 1943 and ending March 31, 19
1944

| | |
|---|---|
| Administration | $1143.01 |
| Instruction | 3627.56 |
| Auxiliary services | 2451.82 |
| Fixed Charges | 128.25 |
| Equipment | 2007.60 |
| TOTAL | $9358.24 |

Fees collected to March 31, 1944 $1349.42

TOTALS:

| | | |
|---|---|---|
| Administration | $3300.00 | |
| Instruction | 32048800 | |
| Auxiliary Services | 51888.50 | |
| Operating Costs | 3580.00 | |
| Fixed charges | 480.00 | |
| Equipment | 3850.00 | |
| | $95146.50 | |

Community Contributions:

| | | |
|---|---|---|
| Fees | $20155.00 | |
| University Contribution | 5660.00 | |
| | $25815.00 | |

| | |
|---|---|
| Total Operating Costs | $95146.50 |
| Community Contributions | 25815.00 |
| TOTAL REQUEST | $69331.50 |

## UNIVERSITY CONTRIBUTIONS

| | |
|---|---|
| Director | $1200.00 |
| Accountant | 300.00 |
| Volunteer teachers (students in training) | 1020.00 |
| Rent | 420.00 |
| TOTAL | $5660.00 |