DAKOTA COUNTY
Independent School District No. 197, West St. Paul

An Inventory of Its Records

OVERVIEW OF THE RECORDS

Agency: Minnesota. Independent School District No. 197, West St. Paul
Series Title: Records,
Abstract: Minutes, administrative and financial records, reports, bulletins, and miscellany.
Quantity: 7.75 cu. ft. (7 boxes and 3 partial boxes).
Location: See Box contents list for box locations.

ADMINISTRATIVE HISTORY OF ISD NO. 197

Originally Dakota County Consolidated School District No. 2; became Independent School District No. 197 in 1957.

SCOPE AND CONTENTS OF THE RECORDS

School board minutes (1911-1967); censuses (1911-1967); attendance registers (1954-1956) and statistics (1899-1960, incomplete); class record books (1928-1930); clerk's reports and correspondence (1889-1945); student surveys (1931-1937) and promotion lists (1940-1945); various superintendent's, principal's, and teachers' reports (1899-1960); teacher's contracts (1906); Newscaster newsletter (1967-1969); photographs of faculty and students at various West St. Paul schools, including McGrath, Dodd, Sibley, Oakdale, and Emerson (1929, 1932-1937); weekly calendars and bulletins (1958-1985); receipts and disbursements registers (1916-1931); school funds journal (1911-1916); scrapbook (1930-1942); city council proceedings and extracts involving school matters (1889-1900); various reports and plans (1960-1990); and administrative miscellany.

The reports and plans cover such topics as development trends, community outreach, site plans, long range building needs, access studies, enrollment projections, climate control, school closings, communication planning, finances, and facility evaluation.
RELATED MATERIALS

Additional school fund journals are found in the West Saint Paul (Minn.) financial records.

INDEX TERMS

This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:
Community and school--Minnesota--Dakota County.
Dodd School (West Saint Paul, Minn.)--Photographs.
Emerson School (West Saint Paul, Minn.)--Photographs.
McGrath School (West Saint Paul, Minn.)--Photographs.
Oakdale School (West Saint Paul, Minn.)--Photographs.
Schedules, school--Minnesota--Dakota County.
School attendance--Minnesota--Dakota County--Statistics.
School boards--Minnesota--Dakota County.
School buildings--Minnesota--Dakota County.
School closings--Minnesota--Dakota County.
School facilities--Minnesota--Dakota County--Planning.
Schools--Centralization--Minnesota--Dakota County.
Schools--Minnesota--Dakota County--Finance.
Schools--Minnesota--Dakota County.
Sibley School (West Saint Paul, Minn.)--Photographs.
Student newspapers and periodicals--Minnesota--Dakota County.
Student records--Minnesota--Dakota County.
Students--Minnesota--Dakota County--Photographs.
Students--Minnesota--Dakota County--Registers.
Teachers--Minnesota--Dakota County--Photographs.
Teachers--Salaries, etc.--Minnesota--Dakota County.

Places:
West Saint Paul (Minn.).

Organizations:
Dakota County (Minn.). Consolidated School District No. 2 (West Saint Paul).

Types of Documents:
Photographs.
School census--Minnesota--Dakota County.

Titles:
Newscaster.
ADMINISTRATIVE INFORMATION

Preferred Citation:  
See the Chicago Manual of Style for additional examples.

Accession Information:  
Accession number(s):  991-204  992-92

Processing Information:  
PALS ID No.:  0900036936 (records)  
RLIN ID No.:  MNHV94-A57 (records)
**DETAILED DESCRIPTION OF THE COLLECTION**

*Note to Researchers: To request materials, please note both the location and box numbers shown below.*

<table>
<thead>
<tr>
<th>Location</th>
<th>Box</th>
<th>School Board Minutes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>102.K.9.5B</td>
<td>[A]</td>
<td>June 27, 1898 - May 9, 1902; September 29, 1905. 1 folder.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>August 1907 - September 1917. 1 volume.</td>
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<tr>
<td></td>
<td></td>
<td>Contains notes of minutes (Feb. 1913-Feb. 1917), payrolls, bills, etc.</td>
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<td>January 8, 1935 - December 29, 1939.</td>
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<td>January 4, 1940 - December 22, 1942.</td>
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<tr>
<td></td>
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<td>January 8, 1943 - October 19, 1949.</td>
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<td></td>
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<td>July 9, 1974 - June 28, 1977.</td>
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<tr>
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<td>(box 1/4 empty)</td>
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<tr>
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<td>Student Surveys, 1931-1937. 1 folder.</td>
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<td>Student Promotion Lists, undated and 1940-1945 (incomplete). 1 folder.</td>
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<tr>
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<td>Superintendent's Annual Reports to State, 1929-1936. 1 folder.</td>
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<tr>
<td></td>
<td></td>
<td>Principals' Reports to County Superintendent, 1930-1937 (incomplete).</td>
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<tr>
<td></td>
<td></td>
<td>1 folder.</td>
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<tr>
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<td></td>
<td>Teachers' Annual Reports to Principal, 1932-1935. 4 folders.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Superintendent's Annual Reports, 1899-1901, 1907. 1 folder.</td>
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<td>Location</td>
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<td>Description</td>
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Location       Box

102.K.10.1B  3  Reports & Plans, 1966-1990.  16 folders:
   August 1966:  Comprehensive School Site Plan.
   October 1967:  Re-evaluation of Comprehensive Site Plan.
   September 1970:  Analysis of Enrollment Projections and Building
   Capacities.
   January 1971:  School Site Analysis.
   April 1975:  Henry Sibley Senior High-Warner Drive--An Analysis
   of its Proposed Completion.
   March 1978:  Sibley High--Climate Control Study.
   October 1978:  Educational Planning Committee--School Closing
   Recommendations.
   1979-1980:  Addendum Updates to Local Educational Planning
   City Council Proceedings and Extracts (involving school matters), March
   9, 1889 - June 13, 1900.  1 folder.
   Miscellaneous Papers, undated and 1893-1953.  1 folder.
   (Includes Administration, Senior High, Junior High, Elementary
   Bulletins, weekly calendar.  At various times entitled the Inside
   September 1958 - June 1965.  7 folders.


106.G.19.3B-1  5  Clerk’s Receipts and Disbursements Registers, 1916-1931.  4 volumes.
   1916-1922.
   1921-1925.
   1925-1929.
   1928-1931.

106.G.19.4F-2  none  School Funds Journal, August 1911-July 1916.  1 volume.

106.G.19.5B-1  none  Scrapbook, 1930-1942.  1 volume.