

506  
SOUTHFIELD SCHOOL RECORDS

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	<b>History</b>		
1	1	History of school-Minutes of Mothers' Meeting of Shreveport School of Progressive Education Minutes of Parents' Meeting	Sept. 1934- May 1935  April 15, 1935
	2	Articles of Incorporation, By-Laws Amended: April 29, 1946	April 15, 1935
	3	Certificate: Articles of Incorporation Shreveport School of Progressive Education	April 27, 1935
	3A	Newsletter to parents Letter from Van Slate	1934-1943 1940
	4	Early brochure "Some Facts about Southfield"	1936
	4A	Dorothy Johnson's scrapbook about progressive Education and Southfield	1935-1941
	5	Correspondence to Mrs. Johnson	1936, n.d.
	5A	Book review by Dorothy Johnson "A Parent Looks at Modern Education" Talks, speeches, 1930s	1936
	6	Agreement between contractor (C.H. Treadwell) and school re: addition	July 21, 1937
	7	A philosophy of Southfield School by staff of 39-40; updated	1939-1940 1973-1974
	8	Establishing Southfield School Trust	March 21, 1940
	9	Cash Sale document-3 acres of land Letter re: raising funds for land List: donations	April 23, 1941 June 11, 1941 1943-1944

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	10	Approval of by-laws and revised constitution by Board of Trustees	Oct. 1, 1945
	11	Amendments to Articles of Incorporation. Certificate-June 11, 1975	April 29, 1946
	12	Resolution: Authorization to borrow money	May 20, 1946
	13	Brochure: "Something About Southfield" Pamphlet	ca. 1946 1935-1936
	14	Correspondence re: charter amendment	June 5-7, 1946
	15	Speech (copy) by Dorothy Israel Johnson	1949
	16	Booklet: "Southfield School, It's First Sixteen Years 1934-1950"	1950

**Board of Trustees - Minutes**

	17	Policies of Board of Trustees-Southfield Corp.	1935-1977
2	18	Minutes: Board of Trustees-Shreveport School of Progressive Education Minutes of Mothers' Meeting	1935-1936 1935-1936
	19	Minutes: Board of Trustees	1936-1937
	20	Minutes: Board of Trustees	1937-1938
	21	Annual Report of Southfield School Corp.	May 1, 1938
	22	Minutes: Board of Trustees	1938-1939
	23	Dorothy I. Johnson's notebook	1935-1939
	24	Minutes: Board of Trustees	1940
	25	Minutes: Board of Trustees	1941
	26	Josephine Oakley's notebook, minutes, notes	1940-1941
	27	Minutes: Board of Trustees	1942

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	28	Minutes: Board of Trustees	1943
	29	Minutes: Board of Trustees	1944
	30	Minutes: Board of Trustees	1945
	31	Minutes: Board of Trustees	1946
	32	Minutes: Board of Trustees	1947
	33	Minutes: Board of Trustees	1948
	34	Minutes: Board of Trustees	1949
	35	Minutes: Board of Trustees	1950
3		Black Binder: Board of Trustees Minutes	1949-1951
	36	Minutes: Board of Trustees	1951
	37	Minutes: Board of Trustees	1952
	38	Minutes: Board of Trustees	1953
	39	Minutes: Board of Trustees	1954
	40	Minutes: Board of Trustees	1955
	41	Minutes: Board of Trustees	1956
	42	Minutes: Board of Trustees	1957
	43	Minutes: Board of Trustees	1958
	44	Minutes: Board of Trustees	1959
	45	Minutes: Board of Trustees	1960
	46	Minutes: Board of Trustees	1961
	47	Minutes: Board of Trustees	1962

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	48	Minutes: Board of Trustees	1963
	49	Minutes: Board of Trustees	1964
	50	Minutes: Board of Trustees	1965
	51	Minutes: Board of Trustees	1966
	52	Minutes: Board of Trustees	1967
	53	Minutes: Board of Trustees	1968
4	54	Minutes: Board of Trustees	1969
	55	Minutes: Board of Trustees	1970
	56	Minutes: Board of Trustees	1971
	57	Minutes: Board of Trustees	1972
	58	Minutes: Board of Trustees	1973
	59	Minutes: Board of Trustees	1974
	60	Minutes: Board of Trustees	1975
5	61	Minutes: Board of Trustees	1976
	62	Minutes: Board of Trustees	1977
	63	Minutes: Board of Trustees	1978
	64	Minutes: Board of Trustees	1979
	65	Minutes: Board of Trustees	1980
	66	Minutes: Board of Trustees	1981
	67	Minutes: Board of Trustees	1982

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
6	68	Minutes: Board of Trustees	1983
	69	Minutes: Board of Trustees	1984
	70	Minutes: Board of Trustees	1985
	71	Minutes: Board of Trustees	1986
	72	Minutes: Board of Trustees	1987
	73	Minutes: Board of Trustees	1988
	74	Minutes: Board of Trustees	1989
	75	Minutes: Board of Trustees	1990
	76	Minutes: Board of Trustees	1991
6A	76A	Southfield School Foundation: By-Laws Minutes: 1992-1993	1992 1992-1993
	76B	Revised By-Laws and minutes	1994
	76C	Minutes: Board of Trustees	1995-1997
	77	Lists: Committees	1940-1965
	78	Lists: Board members  Attendance	1935-1991; 1997-1998; 2000-2002; 2004-2005; 2005-2006; 2006-2007 1994-1995
	79	Correspondence (see also Minutes)	1976-1984
	80	Correspondence	1988-1989
	81	Correspondence, invitation	1990;2004; 2005
	81A	Booklets: Orientation for new Trustees and Board members Foundation Board-agenda Program: Trustee & Friends Reunion Foundation Board - minutes	2001-2006 Jan. 2007 2009 Jan. 11, 2010

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
<b>Annual Meeting-Minutes</b>			
7	82	Minutes: Annual Meeting	1936
	83	Minutes: Annual Meeting	1938
	84	Minutes: Annual Meeting	1939
	85	Minutes: Annual Meeting	1940
	86	Minutes: Annual Meeting	1941
	87	Minutes: Annual Meeting	1943
	88	Minutes: Annual Meeting	1945
	89	Minutes: Annual Meeting	1946
	90	Minutes: Annual Meeting	1947
	91	Minutes: Annual Meeting	1949
	92	Minutes: Annual Meeting	1950
	93	Minutes: Annual Meeting	1951
	94	Minutes: Annual Meeting	1952
	95	Minutes: Annual Meeting	1953
	96	Minutes: Annual Meeting	1954
	97	Minutes: Annual Meeting	1955
	98	Minutes: Annual Meeting	1956
	99	Minutes: Annual Meeting	1957
	100	Minutes: Annual Meeting	1958
	101	Minutes: Annual Meeting	1959

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	102	Minutes: Annual Meeting	1960
	103	Minutes: Annual Meeting	1961
	104	Minutes: Annual Meeting	1962
	105	Minutes: Annual Meeting	1964
	106	Minutes: Annual Meeting	1965
	107	Minutes: Annual Meeting	1966
	108	Minutes: Annual Meeting	1967
	109	Minutes: Annual Meeting	1968
	110	Minutes: Annual Meeting	1969
	111	Minutes: Annual Meeting	1970
	112	Minutes: Annual Meeting	1971
	113	Minutes: Annual Meeting	1972
	114	Minutes: Annual Meeting	1974
	115	Minutes: Annual Meeting	1975
	116	Minutes: Annual Meeting	1976
	117	Minutes: Annual Meeting	1977
	118	Minutes: Annual Meeting	1978
	119	Minutes: Annual Meeting	1979
	120	Minutes: Annual Meeting	1980
	121	Minutes: Annual Meeting	1981
	122	Minutes: Annual Meeting	1982
	123	Minutes: Annual Meeting	1983

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	124	Minutes: Annual Meeting	1984
	125	Minutes: Annual Meeting	1985
	126	Minutes: Annual Meeting	1987
<b>Administration</b>			
8			
	127	Cairn, Robert C.-headmaster, photo Letter to parents: Cairn's resignation	n.d. 1971
	128	Crittenden, Francelia, founder speech, letter, invitation, guest book, obituary	1983, 1987
	129	Demaree, Robert H.-headmaster vita, correspondence	1977-1981
	130	Kennedy, Donald-headmaster photograph (copy)	n.d.
	131	Kytle, Hazel-director, invitation to meeting Tuition schedule; news clip, photograph, obituary	1940, 1961, 1966, 1972
	132	Marks, Marion-headmaster photograph, news clip	1986, 1988, 1990
	133	Pickering, Robert-headmaster News clip, invitation	1985
	134	Stokes, Jeff-headmaster resume, news clip, photograph, invitation; Small Business Award	1990, n.d. 1996; 2003
	135	Van Slate, Ellsworth O.-director photograph, resume, correspondence See also 4 and 4A	1936, 1938, 1941, 1984
	136	Aims of Progressive Education (1940-1941) Purpose of School, administration policy	n.d.
	137	Purpose and duties of Standing Committee of School	1937-1938



<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	138	School procedure	n.d.
	139	Organizational chart	n.d.
	140	School calendars and schedules	1938-1939 1939-1940 1940-1941 1941-1942 1966 1971-1978 1982-1983 1987-1988 1988-1990 1999-2000 2002-2004 2009-2010 2010-2011
	140A	Weekly /monthly announcement sheets	2003-2004 2008-2009 2009-2010
	141	Mortgage note	1970
	142	Headmaster search committee agenda	1976
	143	Proposal presented to Community Foundation of Shreveport-Bossier	1989
	144	Flier: Announcing kindergarten Mrs. Helen Dalzell Leary, teacher Information booklet: Kindergarten Sheet: First grade requirements in Arithmetic Invite to parents to visit First Grade Invite to meet Hazel Kytle	1940  n.d. n.d. 1939-1940 1941
	145	Lists: Number of years attended by children of listed parents List: Students	1934-1946  1941-1942; 1945
	146	Lists: Teachers	1934-1946 1937-1938 1944

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		List: Southfield-South Highland Cyclones	1945 1971 1985-1987
	147	Lists: Officers	1934-1959
	148	Lists: Southfield graduates made permanent Members of Southfield Corp.	1938-1949
	148A	List: Directors	1934-1960
	149	Lists: Administration	1973-1991
	150	Lists: Summer school class	1986, 1987, 1991
	151	Lists: Faculty	1987, 1994, 2007
	151A	Speech by Janet Butcher	ca. 1988
	152	General information: uniforms, financial aid Upper School Privilege schedule, library policy Guide to curriculum	1986, 1989, 1990; 1991 n.d. 1988-1989
	153	Morning sheets	1990-1991
	154	“Concerns of Middle School Parents”	n.d.
	155	<u>Southfield School Projects Inc.</u> (Southfield School Apartments, Inc.)	1947-1966
	155A	Faculty In-Service Schedule Faculty information binder	1997-1998
9	156	Correspondence: to /from Dorothy Johnson and Francelia Crittendon	1933-1935
	156A	Correspondence: to Mrs. G.W. Hardy from teachers	1934-1935
	157	Correspondence: to/from Ralph Boothby and E.O. Van Slate	1936-1937

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	157A	Correspondence: to/fr G.W. Hardy and U.S. Goodman et.al Note from Mrs. Crittenden; photo of Mrs. Crittenden	1936, 1937  n.d.
	158	Correspondence	1938-1939
	159	Correspondence Including to Johnson fr. Crittenden	1940-1941
	160	Correspondence: including 1943 letter of tribute to Mrs. Melvin Johnson Let. Fr. Melvin Johnson to I.F.Betts, president of Southfield School re: pledges	1942-1945  Sept. 1943
	160A	Article in <u>The High School Journal</u> by Ralph E. Boothby Booklet: "Metairie Park Country Day School" by Class of 1946 E-mail from Lawrence Boothby, grandson of Ralph Boothby Correspondence: between Donald Ewing and Ralph Boothby	May 1945     Dec. 1944
	161	Correspondence	1946-1948
	161A	File: Manelle S. Weaver	1948-1987
	162	Correspondence	1950, 1952, 1959
	163	Correspondence	1962-1966
	164	Correspondence re: survey	1964-1965
	165	Correspondence	1970-1971
	166	Correspondence: Donald Kennedy's letter to parents informing them of his resignation	Oct. 29, 1976
	167	Correspondence	1976-1979
	168	Correspondence: Letters to faculty from headmasters	1978-1984

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	169	Correspondence: Letters to department heads	1979-1980
	170	Correspondence	1980-1981
	170A	Long-Range Plan for Southfield	1981; 1991;1996
	171	Correspondence	1982
10	172	Correspondence	1983
	173	Correspondence	1984
	174	Correspondence	1985-1998; 2000, 2002, 2003, 2005, 2007, 2009
	174A	“State of the School” address	2002; 2003;2005;2006; 2009; 2010
	174B	Miscellaneous, incl. Retirement of Stacy Hand	2009

### **Building and Grounds**

11	175	Plat of Southfield School property	May 29, 1935
	176	Plat of school building Survey map	Jan. 22, 1964 April 29, 1964
	177	Long Range Planning Committee Report Long Range Plan present. To Bd.of Trustees	1966 1991
	178	Survey map	1967
	179	Report: Immediate alterations for Southfield School	1969
	180	Correspondence re: alterations and additions	1970-1972
	180A	Construction plan: fold-out publication	1970-1971
	181	Proposed additions and remodeling Utility site plan	1975, 1977 n.d.
	182	Bids for repairs	1975-1977

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	182A	Appraisal of 8 acre site-Southfield School	1988
	183	Miscellaneous booklets School technology plan	n.d. 2002
	184	Proposed school laundry Proposed (sketch) of Preschool addition Appendix to Master Site Plan Southfield School Site Plan Proposal Overview of campus needs	n.d. n.d. n.d. Spring 2000 2003-2004

### **Testing-Evaluations**

12	185	National Merit Scholarship Corp. General information and finalists	1974, 1976, 1984
	186	Reading scores	1935-1936
	187	Class rank and college admissions	1974-1975
	188	Lorge-Thorndike Test	1975-1983
	189	Stanford Achievement Test Class Median Percentiles	1974-1985
	190	Graduates: Colleges attended	1972-1986
	191	Self-Evaluation by staff	1973-1974
	192	Accreditation-SAC report ISAS report recommendation-pursuing	1974; 2008 2009
	193	Curriculum Study-work papers for Self-Study Curriculum Report	1975-1976 1989
	194	Self-Study Evaluation	1977-1978
13	195	Self-Study-teacher opinion inventory	1987
	196	Self-Study-parent opinion inventory	1987
	197-200	Self-Study-wk sheets for Sections 12-16, 19-20, 22	1987

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	200A	Public Opinion Survey	1986;2006
	200B	Certification work papers	1996
13A	200C	Self-Study Document for re-accreditation Self-Study Report	1998 2007
14	201	Louisiana Department of Education- correspondence	1972-1977
	202	Louisiana Department of Education- Annual Report	1973-1978
	203	Louisiana Department of Education- Annual School Report and data sheets	1977, n.d.
	204	Louisiana Department of Education- Annual School Report and analysis	1972-75, 1978
	205	Louisiana Department of Education- School Administrators' Handbook	1977
	206	Independent School Association of Southwest- Report: Report of visit to Southfield and comments	March 29-31, 1978
	207	Independent School Association of Southwest- Minutes, statistics, membership, newsletter, cert.	1974, 1984-99
	208	Southern Association of Colleges and Schools- Southfield's certificates, report	1974, 1985, 1988 1992-1997
	209	National Association of Independent Schools- Southfield's application material, correspondence	1966-1969
	210	National Association of Independent Schools- general information, certificates	1966; 1994-1999
	211	Miscellaneous programs	1993, n.d.
	212	Teacher aids	n.d.
	213	Miscellaneous, incl. blank diploma Southfield-Blank letterhead	n.d.

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	<b>Lists</b>		
15	214	Lists: Students by grade and year	1934-1948
	215	Lists: Students by grade and year	1948-1962
	215A	Lists: Class rolls	1990-1991
	215B	Lists: Faculty	1992
	216	Lists: Parents	1971-1979 1992
	217	Lists: Grandparents	1983-1984
	218	Duplicate lists	

**Financial-Budgets-Statements** (see also Board of Trustee Minutes)

16	219	Ledger: accounts	1934-1936
	220	Budgets	1937-1945
	221	Budget	1963-1964
	222	Budget	1964-1965
	223	Budget	1965-1966
	224	Budget	1966-1967
	225	Budget	1967-1968
	226	Budget	1970-1971
	227	Budget	1971-1972
	228	Budget	1972-1973
	229	Budget	1973-1974
	230	Budget	1974-1975
	231	Budget	1975-1976

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	232	Budget	1976-1977
	233	Budget	1977-1978
	234	Budget	1978-1979
	235	Statement of income and expenses	1963
	236	Statement of income and expenses	1964
	237	Statement of income and expenses	1965
	238	Statement of income and expenses	1966
	239	Statement of income and expenses	1967
	240	Statement of income and expenses	1970
	241	Statement of income and expenses	1971
	242	Statement of income and expenses	1972
	243	Statement of income and expenses	1975
	244	Statement of income and expenses	1976
	245	Statement of income and expenses	1977
	246	Statement of income and expenses	1978
	246A	Statement of income and expenses	1980-1984
		Audit	1994
		Capital items	Feb. 1995
		Financial statements	1991; 1996
		Financial Overview	2008

**Office of Development**

17	247	Certificate of Authority-Southfield School Endowment fund	June 1963
	248	Correspondence re: Contributors to Fund Frost-Southfield Trust	1962-1965



<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	249	Lists: Prospects, contributors	1963-1966
	250	Frost-Southfield Trust statements	1963-1966
	251	Report of initial fund solicitation	Oct. 1966
	252	Stocks and Bonds contributions	1969-1972
	253	Building Fund pledges	1970-1971
	254	Building Fund-Minutes	1970-1971
	255	Building Fund-Balance sheet	1971
	256	Building Fund-Contributors	1971
18	257	Correspondence	1973-1984, 1987, 2005
	257A	Correspondence: Frances M. Schierer	1999
	258	Correspondence re: balance of Angelina Plantation Land Account	1976-1977
	259	Summary: Southfield Annual Giving Drive	1978-1979
	260	Pledge report: Annual Giving Update	1978-1990
	261	Foundations: proposals and correspondence	1980-1985
	262	Report:50th Anniv. Long Range Planning Comm. Campaign Steering Committee	1981; 1997
	263	Fact sheets	1981, 1983
	264	Plans, Drives	1986-1987 1988-1989; 2004
	264A	Public Opinion Survey	1986
18A	265	Southfield Development Association- By-Laws	1987
	266	Southfield Development Association- Minutes	1987-1988

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	267	Correspondence	1988-1991; 2006; 2010
	268	Southfield Scholarship Program	1988-1990
	269	Lists Lists: Foundation Board	1990-1991, 1996, n.d.
	270	Silver Dollar Bingo - license renewal	1991-1993
	271	Campaign packet: "The Tradition for Tomorrow"	1993
	272	Feasibility Study Report-fund raising patterns Campaign Plan; final Report, 1996, June 1997 Marketing Comm. Plan	1993; 1996;1997 2004-2005 2008
	272A	Foundation-Balance sheets	1999, June 2000, March 2001, June 2001, Sept. 2001, Dec. 2001, March 2002
19	<b>Development-Programs, Publications</b>		
	273	Serendipity programs	1982, 1983, 1985
	274	Serendipity programs; photos Auctions and Alibis-program, memorabilia Photos: 1988; n.c.	1988; u.d. 2000-2009 2010-2011
	275	Southfield Development booklets, pledge cards	1984, 1995, 1996,2002; 2004-2005; 2006-2007; 2009; 2011
	275A	<u>The Lasting Links</u>	Feb.2001-2002 Nov. 15, 2001
	276	Miscellaneous: other schools booklets	n.d.
	<u>On Shelf:</u>		
		Scrapbook: Serendipity	1983
		Campaign scrapbook	1993

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
<b>Alumni Association</b>			
20	277	Alumni Association-By-Laws Charter/Articles of Incorporation (copy)	n.d.
	278	List of students and high schools attended	1938-1940
	279	Numbers present at meetings	1938-1940
	280	Officers of Southfield Alumni Association	1945-1950
	280A	Invitation: Alumni Christmas party	1945
	281	Report: Alumni Committee	1946
	282	Speech: by Hazel Kytle to Alumni Association	1953-1954
	283	25 <sup>th</sup> Anniversary Committee-notes Corres: from Claude G. Rives	1959
	284	Homecoming Court-history	1975-1976
	285	Follow-up study of Southfield graduates	1976
	286	Follow-up study of Southfield graduates	1977
	287	Follow-up study of Southfield graduates	1978-1979
	288	Fliers, invitation, announcements, re: alumni activities and reunions	1978, 1987, 1988, 1990, 1995
	289	Memo to 50 <sup>th</sup> Anniversary Steering Committee Flier for "Golden Eagle" publication Letters of support, Southfield Report publication	1982
	290	Letters to alumni Review of art of Alison Atkins Crowther'77	1982, 1990 n.d.
	291	Letters from alumni	1982-1993; 2001
	292	Alumni questionnaire	1984; 1996
	293	Alumni office-expenses	1987-1990

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	294	Photographs used in 1988 newsletter	1988
	295	Alumni Office's report to Board of Trustees Board of Directors Minutes	1988-1989 2004-2008; 2010
	296	Speech by Marion Marks to alumni Talk by Neil Johnson to inductee	1988-1989 1998
	297	Letters to Board of Trustees from Manella Weaver	1986-1990
	297A	60 <sup>th</sup> Anniversary Tea-Invitations, lists Invitation-Retired Faculty and Staff	1993 2008
	298	Hall of Fame- Programs, invitation, 60 <sup>th</sup> anniversary edition of Southfield School Magazine	1994
	299	Inductees:	
		Bennett Johnston: newspaper clippings and biographical sketch	1988, 1994, n.d.
20A	300	Jacques Wiener, Jr: newspaper clippings and biographical sketch	1989, 1994
	301	Robert Oakley: newspaper clippings and biographical sketch	1992-1993, 1994
	302	Photographs of inductees	1994
	303	Hall of Fame: list	1994
	304	Hall of Fame: notes, press releases, invitations	1994
	305	Hall of Fame: guest book Hall of Fame-program Speech by Ann Hutchinson Green (Frances Schierer, Imogene Murphy)	1994 2002, 2005

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	305A	Hall of Fame: photos-Josephine Carmody, Janet Butcher, Manelle Weaver's induction speech; Hazel Kytle	1999
		Speech by Lea Johnson at Hall of Fame	1999
		Speech by Rita Hummingbird re: Dr. And Mrs. Johnson	2002
		Frances Schierer, photo	2005
		Hall of Fame induction speech for James Haynes,Jr.	2008
	306	Josephine Carmody: Photographs of classes : Dinner & blue binder "First Ladies of Southfield" -flier; invitation	1956-1966 May 6, 1995 2001
	306A	Correspondence Notes of condolence	2002-2011
	306B	'Class of 1962'- CD Invitation	1958 2005-2011
	307	Miscellaneous; letterheads (blanks)	1991, n.d.

#### **Alumni Association-publications**

21

	308	<u>Southfield Bulletin-Junior High Alumni Number</u>	March 1944 April 1945 March 1946 May 1946 May 1947 July 1948
	309	<u>Bulletin of the Alumni Association of Southfield School</u>	June 1949 June 1950 Sept. 1951 Dec. 1952
	310	Newsletter- <u>Alumni News</u>	1987-3 issues
	311		1988-4 issues
	312		1989-1 issue
	313		1990-1 issue
	314		1991-partial of 1 issue
	315		1992-partial of 1 issue
	316		1993-partial of 1 issue
	317		1994-partial of 1 issue
	318	Miscellaneous; announcements, reunions	n.d.

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	319	Guest Book for Home for the Holidays	1987-1988
	319A	Booklet: 'Hard Rock Homecoming,' Class of 1980s	2001
		Picture(scanned) "First Ladies of Southfield"	April 2001, Oct. 2001
		Booklet: "Do You Remember"	2002
		Class of 1962, compiled by Louise Dickson Cravens; invitation	
<b>Alumni Association-newspaper clippings</b>			
22			
	320	Newspaper Clipping (1)	1941
	321	Newspaper Clipping (1)	1960
	322	Newspaper Clippings re: Peachy Gilmer M. Judith Guyton John Hussey Helen Lefkowitz Louis Robinson Phil Schierer Earl Wiener Sam Wiener Francelia Crittenden	1983, 1985, n.d.
	323	Newspaper Clippings	1986-1987
	324	Newspaper Clippings re: Alison Aikins	1988
	325	Newspaper Clippings	1988-1989
	326	Newspaper Clippings	1989-1990
	327	Newspaper Clippings	1989-1990
	328	Newspaper Clippings	1990-1991
	329	Newspaper Clippings	1992-1993
	330	Newspaper Clippings	1994-1995
	331	Newspaper Clippings re: Helen Goss, Neil Johnson	1994, 1999
	332	Obituaries incl.: Melvin Johnson, Betty Phillips	1989-1999; 2009-2010; n.d.

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	333	Weddings	1987-1995; 2009-2010
	334	News clips and misc.	2001-2011
	<b>Alumni Association-lists</b>		
23	335	Lists-classes	1938-1951
	336	Mailing lists	1972-1973 1994-1996
	337	Lists: teachers, staff	1972-1980
	338	Alumni and former students	1974
	339	Alumni association members	1987
	340	List: for Serendipity	1988
	341	Class list	1990
	342	Miscellaneous	1993-1994
	343	Founders, Board of Trustees	1993-1994
	344	Grandparents	1994
	345	Classes by date	Finalized 1994 Projected: 1995-2008
	346	Invitation list	n.d.
	346A	List: membership	Sept. 2001
24	347	Miscellaneous Incl: Suggestions for photos; Golden Eagle 1984 (potential Publication)	n.d.
	348	Miscellaneous	n.d.
	349	Past and present faculty	1994; n.d.
	350-353	Miscellaneous incl. "Recollections" by M. Wheless Handout/pictures from "First Lady of Southfield	n.d. 2001

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	353A	Pictures of alumni	2000
		Pictures: Hard Rock Homecoming	2001
		Pictures: Class of '62	2002
		Pictures	n.d.
25	<b>Book Fair</b>		
	354	Book Fair history List: '60 Books No Child Should Miss'	n.d.
	355	List of chairpersons Group photograph of past chairs (identified)	1934-1992
	355A	Book Fair- invitations  Program	1945-46 1946-47 1942
	356	Book Fair- report	1956
	357	Correspondence	1940s, 1959, n.d.
	358	Book Fair-reports	1967, 1971 1974, 1975 1978, 1979, 1981, 1991
	359	Organizational notes and correspondence	1974, 1978, 1979
	360	Organizational notes and correspondence	1980-1984
	361	Organizational notes and correspondence	1989
	362	Organizational notes and correspondence	1990-1991
	363	Organizational notes and correspondence	1993; 1997
	364	Invitations  Book Fair memories	1965, 1980, 1990-1995 2000-2005 1990
	365	Newsletter: "Let's Talk Books" (3)	1957-1959



<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	366	Photographs Photo: Book Fair Committee (identified)	1989, 1993 1991
	367	Mrs. W. A. Peavy and Pat Peavy	n.d.
	368	Possibly promotional photos	n.d.
	369	Book Fair flier	1992-1993, 2000, 2002, 2003, 2006, 2009; 2010
	370	Lists: names and addresses	1993-1994
	371	Newspaper Clippings	1957, n.d.
	372	Newspaper Clippings	1959
	373	Newspaper Clippings	1965
	374	Newspaper Clippings	1966
26	375	Newspaper Clippings	1970-1972
	376	Newspaper Clippings	1974
	377	Newspaper Clippings	1975-1978
	378	Newspaper Clippings	1982
	379	Newspaper Clippings	1983
	380	Newspaper Clippings	1984
	381	Newspaper Clippings	1990
	382	Newspaper Clippings	1991
	383	Newspaper Clippings	1993
	384	Newspaper Clippings Incl. nc. Imogene Murphy	1994; 2010; 2011

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
<b>Book lists</b>			
	385	The Southfield Book-a-Month Plan	ca. 1930s
	386	Book list of Hobby Horse Book Club	1936
	387	Book list of Hobby Horse Book Club	1937
	388	Children's Classics-books reviewed by students Student reviewers identified	1938
	389	Reviews continued	1939, n.d.
	390	Reviews continued	1940
	391	Dorothy Johnson's notebook	ca. 1940s
	392	Book list	1945, 1951, 1955
	393	Suggestions for building a child's library	1940s, 1983
	394	Book list	1990
	395	Book list	1991
	396	Book list	1992
	397	Book list	1993
	398	Miscellaneous, inc. two guest books	1976-1977 1979; 1981

27 **Book Fair Scrapbooks**

	Scrapbook: Dedicated to memory of Mrs. Melvin Johnson Photographs, news clips, programs, Journals	1935-1956
	Scrapbook: Newspaper Clippings	1958-1960
	Scrapbook: Newspaper Clippings	1965-1978

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
28		Scrapbook: Newspaper clippings and photographs	1979, 1981-1984, 1990

**Students' clubs, activities, graduations** (See also publication boxes)

29	399	Program: "The Little Rich Girl"	1934
		Program: "The Christmas Spirit"	1936
	399A	Certificate and progress report of Guy Oakes	1937, 1939
		Program: May Festival	1937 or 38
	400	Program: Field Day	1938
	401	Program: "A Midsummer Night's Dream" 5 <sup>th</sup> grade	1939
		Program: "HMS Pinafore"	1939
		Program: Junior High, "The Mikado" (2)	1940
	402	Program: "Hansel and Gretel" 4 <sup>th</sup> and 5 <sup>th</sup> grades	ca. 1930s or 40s
		Program: "The Little Shepherd Who Was Left Behind"	
		Program: Field Day	
		Program: "And the Greatest of These Is Love"	
	403	Program: "Gay Nineties Revue" (3) upper school	Mid 1940s
		Program: "Caesar and Cleopatra"	1941 or 42
		Program: "A Parisian Christmas"	1943
		Menu: "Johnnie's Joint"	1945-46
	404	Play: "Ring Around the Romans" written and produced by 9 <sup>th</sup> grade	Mid 1940s
		Paper: "Report on Organization of Society"	
		Project by Janet Kerlin, Sonny Murphey, Dick Crittenden, John H. Hardy, Billy Harlowe	
	404A	Certificate: Jimmy Haynes; John Hardy	1942; 1943
		Certificate: Robert Goodman	1942
		Program: Final Assembly (2)	1944
		Program: Written and presented by 9 <sup>th</sup> grade "Alarm Clock"	1943

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	405	Program: Field Day	1944
		Program: "The Last of the Line of Ulysses"	1945
		Invitation: graduation	1945
		Program: "Christmas Play"	1946-47
		Program: "Julius Caesar" (2)	1946
		Invitation: graduation	1946
		Program: "Androcles and the Lion"	1947
		Program: May Festival	1940s
	406	Two pages (copy) from Souvenir program Sports	1947
	407	List: Eyrie staff	1972
		Program: Christmas	1971; 1972
	408	Program: Z Club	1978
	409	Washington Trip-correspondence	1973
	410	National Honor Society-constitution Member list; certificate	1973-1983
	411	Student Council-constitution, minutes	1973-1975
	412	List of graduates	1972-1980, 1998-99
	413	Program: Southfield All Sports Banquet	1974
	414	Program: Honor's Day	1974, 1975, 1977 1982, 1984, 1986, 1990, 1991, 1999-2000
	415	Mathematics Club-certificate	1975
	416	Honor Roll-list	1975-1976
		All District Nominations- list	1970s
	417	Congratulatory letter to graduates from President Gerald Ford	1975, 1976
	418	Program: Ring Ceremony	1976, 1977, 1981
		Program: Southfield vs AR (football)	1977

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	419	Carnival information	1977, 1979, 2002
	419A	Summer Enrichment flier, pamphlet After School Program: flier	1979, 1980s, 2007
29A	420	Pep Squad- rules program: Homecoming: Eagles vs Cotton Valley	1980-1981 1981
	421	Student questionnaire	1980
	422	Certificate: American Heart Association Certificate: Lighthouse	1982 1998
	423	Programs: Homecoming	1983, 1984, 1987
	424	Programs: Fine Arts Festival  Program: Homecoming	1983-1985 1987-1988 1983; 1984
		L.R.P. Artwork	n.d.
	424A	List: All District Nominations Eagles' football program Punt, Pass, Kick Contest	1980s 1982 2002
	425	Programs: Piano Recital	1984, 1990
	426	Louisiana Trip-notes	1985
	427	Winners of Shreveport Sesquicentennial Writing Competition-news clips, photos	1986
	428	Program: Halloween Carnival, flier	1986
	429	Program and news clip: Basketball State Championship	1987
	430	Summer book list	1987, 1991, n.d.
	431	Brainstorming session	1989
	432	Flier: Foreign Language Festival	1989-1990

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	433	Civilization Fair-news clips, information, contact prints; programs; fliers	1989, 1990, 1993-1995 2001-2002,2003
	434	Raft Trip-information	1990
	435	Eagles' schedule, flier	1990-1991
	435A	Program: 5 <sup>th</sup> Grade Honor Program Program: Honor Day Assembly	1990 2002-2003
	436	Senior Party-invitation 8 <sup>th</sup> grade party-invitation 8 <sup>th</sup> grade celebration-program	1991, n.d. 1998; 2005
	437	"Pumpkin Shine on Line"-flier, news clips, photos	1991-1998; 2010
	438	Program: "Snow White and Seven Dwarves" 3 <sup>rd</sup> grade Programs: "Oliver" and "Bye Bye Birdie" Program: "Fiddler on the Roof, Jr." Program: "Grease" Program: Halloween Program: Annie, Jr. Program: "The Magical Fir Tree" Story written by Mrs. Laha's 1 <sup>st</sup> grade Program: "Guys and Dolls" Letter: Social Studies results Program: Somebody Special Tea	1991 1991,1992 1999 2000 2000 2000 2000 Oct. 2000 2001 2002 2003
	439	Pamphlet: "Proud to be an Eagle"	n.d.
	440	Letter: re: Father-Son Softball Letter: re: Tennis Team	n.d. 2002
	441	Program: "Children of the Inn" Program: "6 <sup>th</sup> Grade Actors' Study" Program: "Arm and the Man"	n.d. n.d. n.d.
	442	Program: "The Final Trail of Richard III"	n.d.

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	443	Program: "The Nutcracker" lower school	n.d.
		Program: Civilization Fair	1990-1991
		Program: "Annie"; "School House Rock"	2002
		Program: "Guys and Dolls"	2001
		Program: Magical Fir Tree	2004
	444	Flier: Spring on a String	n.d.
		Flier: Fine Arts Festival, 3 <sup>rd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup> ; Program	2001; 2003
		Flier: 'Critters in Bayou State' -K	
		Flier: 'Eagle Graduates'	2002
		Flier: 'Open House'	2002
		Flag Ceremony:	2003
		Flier: "Variety Show	2006; 2008
		Holiday Program	2008
		Flier: 2 <sup>nd</sup> grade - 'Charlotte's Web'	2009
		Flier: Fine Arts Festival	2009
		Flier: Arts Festival	2011
	445	List of student activities and clubs	n.d.
		Science Fair winners	2003
		Cheerleaders: NCA Certificate	n.d.
	446	Alma Mater-words by Stephanie Braswell, class of 1973	
	446A	EYRIE-letterhead	n.d.
	446B	Poem: "There's Sunshine in a Smile" In memory of Neil Roy	ca. 1996
		Program: Nutcracker; Civilization Fair	1999; 2000
		8 <sup>th</sup> Grade students: "Southfield Experience"	2003
		Program: Civilization Fair	2007; 2009
		Programs: "Little Mermaid"	2003
		Program: "Nutcracker"	2003
		Program: "Halloween"	2005
		Program: 'High School Musical'	Ca. 2006-07
		Program: 'Forum Romanum'	2006
		Flier: 'You're a Good Man Charlie Brown'	2009
		Program: 'The Magical Fir Tree'	2009
		Program: 'Louis la Grenouille'	2010
		Program: 'Honk' - middle school	2010

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		Program: middle school - Awards Assembly	2010
		Program: Halloween	2010
		Program: Hip Hop History of World	2011
		Program: Civilization Fair	2011
		Program: Mother Goose - 1 <sup>st</sup> grade	2011
	446C	Miscellaneous	
		<b>Graduation Exercises/Speeches</b>	
30			
	447	Programs: Baccalaureates, graduations	1948, 1974-1977
	448	Programs: Baccalaureates, graduations	1979-1991; 2002
	449	Valedictory address-Elizabeth Querbes	1987
	450	Salutatory address-Webster Johnson	1987
	450A	Graduation program	1990,1999, 2003-2009
	451	Graduation invitations (2)	1989, 1991, 2000
		Speech for Spirit of Southfield Award	2006
		8 <sup>th</sup> Grade Celebration	2010
		8 <sup>th</sup> Grade Celebration	2011
		<b>Parents' Club</b>	
31			
	452	Parents' Council -newsletter (2)	1947; 1948
	452A	Parents' Council-mission and minutes	1961-1966
	453	Parents' Club -meeting re: expansion	Dec. 15, 1969
	454	Parents' Club-letters	1970, 1978, 1982, 1985, 1990, 1991
	455	Parents' Club-By-Laws	1973
	456	Parents' Club-minutes	1974 (2) 1990; 1991 (1)
	446A	Agendas:	1997-2003



<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	457	Correspondence to parents from headmasters	1976-1977, 1985
	457A	Correspondence	1995-2005
	458	Lists: parents	1978-1979
	458A	Lists: room mothers; volunteers	
	459	Lists of officers	1978-1984
	460	Financial reports (2)	1982-1985
	461	Newsletter (1)	Dec. 1990
	462	Program and news clip: Blast to Past	1991
	463	Lists: Room mothers and their responsibilities	1979-1982; 1982-1984
	464	WINGS-recruitment committee	1988
	465	Invitation, flier; cookbook	1988, 1994, 1995; 2009
	466	Solidarity Movement to Preserve Southfield School	Jan. 23, 1990
	467	Survey: Southfield's Parents Caring	n.d.
	467A	Notebook (Mrs. Johnson's) re: badminton tournament Includes news clips and instructions for volunteers	ca. late 1930s or early 40s
	467B	Dads' Club - golf tournament	2010
	467C	List: Parents' Assoc. Volunteers Parents' Assoc. - President's duties	2007-2008 2007-2008

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
32		<b>Publication-TALON</b> (bound) [incomplete]	
		1972-1973	
		1973-1974	
		1975-1976	
		1976-1977	
		1981-1982	
		1982-1983	
		1983-1984	
33		1984-1985	
		1985-1986	
34		<b>TALON</b> (loose)	
		1972 (1 issue)	
		1973 (4 issues)	
		1974 (3 issues)	
		1975 (3 issues)	
		1976 (1 issue)	
		1977 (1 issue)	
		1978 (1 issue)	
		1979 (1 issue)	
		1980 (1 issue)	
		1981 (2 issues)	
		1982 (4 issues)	
35		1984 (7 issues)	
		1985 (8 issues)	
		1986 (5 issues)	
		1987 (5 issues)	
		1988 (7 issues)	
		1989 (7 issues)	
		1990 (5 issues)	
		1993 (1 issue)	

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
On Shelf:		<u>Publication: Yearbook</u> [incomplete]	
			1967-1968
		<u>The Southfielder</u>	1968-1969 (miscellaneous damage)
			1969-1970 (miscellaneous damage)
		<u>Eyrie</u>	1970-1971 (miscellaneous damage)
			1972
			1974-1977
			1979-1990
			1991-1992
			1994-1999
			2003, 2004
			2006,2007; 2008; 2009; 2011

36 **Publications-Directories/Handbooks**

468	Handbook	ca. 1966
469	Student-Parent Handbooks	1971-1972 1973; 1978-1979 1979-1980 1984-1985 1985-1986 1986-1987 1987-1988 1988-1989 1999-2000 2001-2006 2009-2010
470	Faculty Handbooks	1980 1982-1983 1983-1984 1984-1985 1990-1991 1994-1995 2004 n.d.

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	471	Staff Directories	1979-1986
	472	Parent Directories	1982-1983; 2009-2010
	473	Student Directories	1966, 1973-1988
36A	474	Student Directories	1986-1999 1999-2000 2002-2003 2003-2004 2004-2005 2005-2006
		School Calendar	1999-2003 2003-2004 2004-2005 2010-2011
		<b>Publications-Profiles/bulletins/newsletters [incomplete]</b>	
37	475	Upper School Profiles	1985-1986 1986-1987 1989 1990
	476	College Admissions Profiles	1980 1983 1984-1985
	477	Southfield information: Academic Year	1978-1987 2003
	478	<u>The Southfield Report</u> -monthly [incomplete]	1977-1989
	478A	<u>Southfield News</u> -monthly	1989-1990
	478B	<u>Newsletter</u> -monthly	1991-1995
	479	<u>Southfield Bulletin</u>	1943
	480	<u>Southfield Bulletin</u>	1944

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	481	<u>Southfield Bulletin</u>	1945
	482	<u>Southfield Bulletin</u>	1946, 1947, 1948
	482A	<u>Southfield Bulletin</u>	n.d.
37A	483	<u>Newsletter-monthly</u> [incomplete]	1935, 1937, 1939, 1940, 1941, 1942, 1987-1988; 1999-1994
	484	<u>Weekly News</u>	1936-1937; 1940s
	485	<u>The Chronicle</u>	1940, 1941
	486	Lower school newsletters-monthly-4 issues: <u>Southfield Lower School</u> <u>The Monthly Beak</u>	Dec. 1988 Dec. 1989 March 1990 May 1990
	487	Middle school newsletters <u>The Eagle's Flight</u> <u>The Eagle Express</u> Middle School Newsletter  <u>Eagle Weekly</u> -Southfield Middle School	n.d.; 2003 1993 Sept., Nov. 2000 Dec. 2001 Sept.Oct.Nov. 2002 Aug. 2006
	488	<u>Eagle's Eye</u> -monthly newsletter Then bi-monthly	1990, Aug. 1995; Sept. 1995, 1996; Aug. 1997; 1998; May 1999; Aug. 1999; June 2001; Sept. 2001; Sept. 2002; March 2003; Sept.2003; March 2004; Fall 2009; Summer 2010; Winter 2010
	488A	<u>Eaglet</u> -Preschool	1995
	488B	<u>The Move to the Middle</u>	n.d.

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
<b>Publications</b>			
38	489	<u>Southfield School Magazine</u>	1990-1995
	490	<u>Southfield</u> -biannual	1995-2000; 2002; Spring 2003; Winter 2003; Summer 2006; Winter 2006, Spring 2007, Summer 2007; Summer 2008; Winter 2008 Summer 2009; Winter 2009
	491	<u>Southfield School It's First Sixteen Years 1934-1950</u>	1950
	492	<u>Southfield School 1934-1984 A Celebration of Memories</u>	1984
39	493	Publications-miscellaneous Conferences and workshops publications	1978, 1982, 1984
	494	Informational brochures, fact sheets	1935-1940
	495	Informational brochures, fact sheets, pamphlets	1980s-1990s
	496	Informational brochures, pamphlets	1980s-1990s, 2002,2003, 2005-2006;2009-2011
40	<b>Publications-Students' Writings</b>		
	497	<u>Progressive School News (3)</u>	1935
	497A	<u>The Hilltopper</u>	1937, 1938-1939
	498	<u>A Year of Song and Story</u>	1937-1938
	499	<u>Our Year of Song and Story</u>	1938-1939
	500	<u>Our Songs and Stories</u> <u>Our Book of Songs and Stories</u>	1939-1940 1940-1941

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	501	<u>Image of Fire</u>	1942
40A	502	<u>Southfield Southerner</u>	1940s, 1949
	503	<u>Roundup</u>	1944-1945
	504	<u>Southfield World</u>	1943,1944-1948, 1950
	504A	“Old Shreveport: A Collection of Information by the 1947 8 <sup>th</sup> Grade, Southfield School”	
41	505	<u>Southfielder</u>	1961-1962 1963-1964 1964-1965 1965-1966 1967-1968 (damaged) 1970 (damaged)
	506	<u>Yazzle</u>	1979
	507	<u>The Middle School Quarterly</u>	1980 1983 1984-1985
	508	<u>Pass the Poetry Please</u>	1982
	509	<u>Looking Glass</u>	1982, 1983, 1984, 1985, 1986-87, 1987-1988
42	510	<u>Looking Glass</u> “ “ “	1986-1987 1987-1988 1988 1988-1989 1989 1990-1991 1991-1993
	511	<u>Our Stories-Grades I&amp; II (Janet Butcher)</u> <u>Short Shorts</u>	1971-1972 1986
	512	<u>Writing’87</u>	1987

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	513	<u>Musings</u>	1988, 1989
	513A	<u>Southfield Millennium Memories</u> by Southfield Middle School	2000
		<u>YAR 42-The Memories of Southfield</u>	2000-2001
		<u>Southfield Times</u>	May 2001
		<u>Eagles's Nest-Southfield Literary Journal</u>	2001-2002
		<u>Tell Me a Story-6th grade narrative</u>	2002-2003
		Booklet: 'My Southfield Class 2006'	2006
		By Charlie Ued	
		<u>Squark</u>	2009
		<u>Soar</u>	2009
43	<b>Newspaper Clippings (NC) including</b>		
	514	NC	1930s
	515	NC re: teacher- Mrs. Lundstrom teacher-Mrs. Sawyer Student-Jack Schuster, teacher reports Graduation class	1940s 1948 1942-1946 1947
	516	NC re: Mrs. Ken Weaver and headmaster Cairns (scan)	1950
	517	NC	1958
	518	NC re: 25 <sup>th</sup> Anniversary	1959
	519	NC	1964-1965
	520	NC	1967-1968
	521	NC re: Manuell Weaver re: Power Puff Bowl re: Jacques Stein re: Death of Dr Robert Knapp and son, Paul	1969-1972; 1973
	522	NC	1975
	523	NC re: girls' basketball	1977
	524	NC ads; Southfield Symposium	1978-1979



<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	525	NC re: article in <u>Guide to Private Schools</u>	1979-1980
	526	NC re: Stacey Hand	1981-1983
	527	NC re: article in <u>Journalism</u> re: enroll in Centenary	1983
	528	NC re: article in <u>Louisiana Life</u>	1984
	529	NC re: Alison Aikins Virginia F. Demaree	1984
	530	NC re: 50 <sup>th</sup> Anniversary NC re: cancels football	1984, 1985
	531	NC	1986
	532	NC re: Sam Wiener	1987
	533	NC re: Francelia Crittenden	1987; 1993
	534	NC re: article in <u>River Cities</u>	1987
	535	NC	1988
	536	NC re: Harriet Dehan re: Ben Dehan, school record in basketball	1988, 1993 n.d.
	537	NC re: Manelle Weaver	1989
	538	NC re: Steve Mcdowell	1989
	539	NC	1990-1991
	540	NC re: Pumpkin Shine, Civilization Fair re: memories of Judy Cox re: Opening of middle School re: Preschool accreditation re: O. Delton Harrison re: John Buford re: French classes	1992-1993; 2003  2009 2009 2010 2011 2011
	541	NC  re: Dorothy Gwin	1994-1995, 1997;2002-2011

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		re: Peggy and Aaron Selber re: Jan McCain-obituary re: Janet Butcher -obituary re: Melvin Johnson re: Frances McMillian Schierer re: email about flooding re: Kenneth A. Weaver	2008 2001
	542	News Releases	1989-1993
	543	Ads and misc. NC	n.d.
	543A	National articles about progressive school and speeches	1930s-1940s
44	<b>Scrapbooks</b>		
		News clip and programs	1947-1948
		News clips	1986-1988
		News clips	1988-1990
		News clips, photos	1992-1994
On Shelf:		Scrapbook: of Robin Pomeroy 1954 First grade-photos, writings, artwork	
	<b>Photographs</b>		
46	544	Photographs 1930s-1960s Pictures and negatives (17 envelopes) Book Fair-auditorium Children at play Classroom in original schoolhouse and shop Christmas Exterior of school Field/pasture/gardening Gay Nineties Review Interior of School Library Midsummer Night's Dream Sports Miscellaneous and misc. plays Negatives	1930s-1940s

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	545	Exterior of school , postcard	1936; 1980s
	546	Staff	1937
	547	“Androcles and the Lion” (partial identification)	1940s
	548	Raising the flag (identified)	1940s
	549	Maypole Dance	1940s
	550	Civilization Fair	1940s
	551	Southfield Bank and Store (partial identification)	1940s
	552	Southfield Cyclones, first football team (identified)	1944
	553	Student activities incl. Garden	1948
	554	Viking play (missing)	1949
	555	Kite Day	1950s
	556	Library	1950s
	557	Children on steps (partial identification)	1950s
	558	Junior High square dance	1950s
	559	Miscellaneous photos of children	1950s, 1960s
	560	Sports (partial identification)	1960s
	561	Kite Day (partial identification)	1966
	562	Miscellaneous trips/zoo/farm	
	563	Faculty	n.d.
47	564	American History Trip	1970s; 2006
	565	6 <sup>th</sup> Grade Softball Team (identified)	1971
	566	Washington Trip	1973, 1975
		Washington Trip class of 1978 (ID attached)	1978

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	567	Contact prints and negatives	1974-1975
	567	A First "Nutcracker" (partial id)	1976
	568	Student, staff	1978
	569	Sports (partial identification)	1983
	570	Graduation speaker	1984
	570A	Field Day (partial identification)	1986
	571	Home for Holidays activities	1986, 1987, 1989, 1990
	572	Activities: cheerleaders Pep Squad -7 <sup>th</sup> grade 1987 reunion (partial identification) Sports	1987-1988
	573	Mark Florshiem	1987-1988
	574	Girls' basketball	1987-1988
	575	Homecoming Court	1987, 1989
	576	Cheerleaders	1988
	577	Kite Day and Field Day	1988
	578	2 <sup>nd</sup> and 3 <sup>rd</sup> generation from alumni newsletter	1989
	579	Magic Show	1989
	580	Students in gym	1990
	581	Picnic and music	1990
	582	Spring on a String	1991
	583	Civilization Fair	1992-1993
	584	Field Day	1993

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	585	Dickson Farm Trip	1993
	586	Buffalo Bill's Wild West Show	1993
	587	Playground photos	1995
		Interior, exterior of school	2000
		New middle school	2003; u.d.
		Exterior of school - snow	2009
	587A	Board members	2001-2002
	587B	Students - some identified	2010

### **Photographs-Class Groups**

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	588	Black Binder: Scanned photos (partial id) Frances McMillan's 1 <sup>st</sup> grade class (identified) Teacher: Mary Gonerman (comments by Jim Haynes)	1935-1945 1936-1937 1934-1936 (?)
	589	3 <sup>rd</sup> grade class (partial identification) Student- unidentified 6 <sup>th</sup> Grade- identified	1937 1938-1939 1939-1940
	590	1939 graduates in outdoor theater 2nd Grade Class	1939 1939
	591	Group-unidentified Graduates in outdoors Group-unidentified Group-unidentified, graduating class 4 <sup>th</sup> Grade	1930-1940s 1940 or 41 1941-1942 1943 1942
	592	Class-graduates (identified) 2 <sup>nd</sup> & 3 <sup>rd</sup> Grade-identified 8 <sup>th</sup> Grade -unidentified, teacher: Mr. Shirly Durham "Class of 1963" and coaches from Centenary	1945 1946 1949 1958
	593	Mrs. Stuck's 3 <sup>rd</sup> grade class	1961
	594	Janet Bliss Butcher's 2 <sup>nd</sup> grade class Kindergarten Class(scanned)	1962 1962

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	595	Mrs. Means' 4 <sup>th</sup> grade class; '64 (identified)	1962; 1964
	596	Mrs. Thompson's 5 <sup>th</sup> grade class	1963
	597	Mrs. Tanner's and Miss Dehan's 2 <sup>nd</sup> grade class	1964-1965
	598	Class-group	1965
	599	Class-group	1965
	600	Class-group	1966
	601	Mrs. Butcher and Mrs. Hirsch's 2 <sup>nd</sup> grade class Mrs. Hall's 7 <sup>th</sup> grade class	1966-1967
	602	Mrs Means's 4 <sup>th</sup> grade class	1966-1967
	602A	Jan McCain's 5 <sup>th</sup> grade class (partial id)	1982
	603	Class of 1986	1986
	604	K-12 class groups (identified)	1987-1988
	605	Class of 1988 (partial identification) individual photos	1988
	606	Class-group	1990
	606A	Jan McCain's 5 <sup>th</sup> grade classes (partial id) Red Binder-class groups K-8	1990-1993 1991-1992
	607	Class-group	1996, 1997
	607A	Class-groups Individuals-identified Individual children at play, classes of City Champs: Tennis team	2001-2002,2003 2010 1999, 2000 2003
	608	Miscellaneous notes and scanned photos for publications class	1938-1964
	609	Class	n.d.
	610	Graduates	n.d.

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	611	Miscellaneous class groups	n.d.
	612	Class groups (6)	n.d.
	613	Class groups (2)	n.d.
On Shelf:		Scrapbooks of Photos Made by Robert Masterson, 7 <sup>th</sup> and 8 <sup>th</sup> grade teacher	1957-1958

49 **Photographs-n.d.**

After school program	n.d.
Alumni families	n.d.
Cheerleaders	n.d.
Computers	n.d.
Identified-small 4x5s	n.d.
Lower grades-activities	n.d.
Middle School Year Book photos	n.d.
Running Club	n.d.
School activities	n.d.
Sports	n.d.
Upper School activities	n.d.
Upper School formal activities	n.d.
Washington Trip	n.d.

50 (oversized box)

Scanned and mounted photographs used in publications	n.d.
Southfield School-letterheads and car decals	
1944 Cyclones- Identified (copy)	
Fencing posters	2004-2007

51	Framed class groups	1972-1973 1982-1983 1989
	Others	n.d.

52	Poster picture	n.d.
	Serendipity poster	1988
	Mrs. Buesiek's class	1987
	NC-laminated re: Civilization Fair	1993
	Emblem	
	Guest Book (not identified)	1974-1975

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		<b>Slides, audios, plaques, memorabilia</b>	
53		Slides including: Kite Day Field Day Creek Play	1955, 1975-1992
54		Slides	1990-1995
55	<b>Slides:</b>	Student activities	1978 1980, 1987
		? Trip	1994
		Louisiana History Trip	1994
		Drawings of campus	n.d.
		Audio: 5 <sup>th</sup> grade "Outdoor Experience" "Meeting the Challenge"	1977
		Videos: 3 <sup>rd</sup> grade play	1980
		Maypole	
		60 <sup>th</sup> Anniversary, Hall of Fame	1994
		Slides: 50 <sup>th</sup> Anniversary	1984
		Video: "KSLA-Behind the Scenes"	May 26, 1999
		Video: Civilization Fair	May 7, 2001
		Video: The Lasting Links Campaign	2001
		Video: Southfield Middle School Groundbreaking (2 copies)	May 17, 2002
		Video: Hall of Fame	2002
56	<b>Plaques:</b>	American Legion Award	1974-1980 1981-1986
		America's Homecoming Queen-Elizabeth O'Dom	1988
		Coin - Louisiana Scottish Rite – Patriotism - Jay Williams	1983
57	<b>Memorabilia</b>	Kite Day Award goblets (3)	1945
		Southfield mouse pad	1990s
		Bumper stickers	
		Field Day Ribbons	1967
		Letters for jackets	1971-1973
		Baby bibs	



<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		'Charlotte's Web' framed picture	2001-2002
		Decals	2009
		Tee shirt - 'Honk' by middle school	2010
		Southfield magnet - 1 ½ x 3	
On shelf:		Scrapbook: Mrs. Cockerell's pre-school	
58		Students' work: Louisiana History project books of Owen Rigby (1978 graduate) and Adelyn Rigby (1981)	
		Bio-sketch by students: John Stroud, Jacob Dickson, Rebecca Riser, Lizzie Drexler, Paul Hightower, Yoni Platt, Sharon Michelle, Sadie McCallister, Rebecca Philips.	2000
		Research paper by Billy Glassell	1955
		Letter from Eva Paul to soldiers	2009
		"Happy Birthday, Mr. Stokes"	2010
59		Dorothy Israel (Johnson) Gumbo 1915 pages relating to Mrs. Johnson marked Smith College graduation notes 1917-1918 Notes: nursing course- 1919	
60-61		<b>Media: CDs and DVDs unless noted</b>	
		<u>1999-2000</u> "Grease" - Middle School	1999-2000
		<u>2002</u> Hall of Fame Auctions and Alibies (5) Building Ads Photos	2002
		<u>2003</u> Spring photos (20) Middle School Ribbon Cutting	2003

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		<u>2004</u> Aerial by Neil Johnson K-7th grade 8 <sup>th</sup> Grade Graduation and Celebration Holiday Program (VHS)	2004
		<u>2005</u> Holiday Program Class Photos Dedication of Margaret Schaffer Dickson Theater 8 <sup>th</sup> Grade Graduation 1 <sup>st</sup> Grade Field Day 5&6 grades "Aladdin Jr." Halloween Program Auctions & Alibis	2005
		<u>2006-2007</u> 8 <sup>th</sup> Grade booklet 8 <sup>th</sup> Grade celebration Master Photo file 5 & 6 <sup>th</sup> Grades- "Fiddler on the Roof"	2006-2007
<b><u>VHS tapes:</u></b>			
		<u>2000</u> "The Magical Fir Tree"	2000
		<u>2001</u> Civilization Fair "An Old Fashioned Christmas" "Guys and Dolls, Jr." 7 <sup>th</sup> Grade Halloween Program "Critters of the Bayou State" -Kindergarten Maypole Dance - LaBorde and Frizzell Maypole Dance - Wyss and Shaver "Winnie the Pooh" - 1 <sup>st</sup> Grade	2001

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		<u>2002</u> "Charlotte Web" - 2 <sup>nd</sup> Grade Mardi Gras Parade" and Kindergarten Play Maypole Dance - LaBorde Maypole Dance - Frizzell Maypole Dance - Wyss's Class MayPole Dance - Shaver Halloween Program Holiday Program	2002
		<u>2003</u> Kindergarten play Halloween Program Civilization Fair	2003
<b><u>DVDs</u></b>			
		<u>2003</u> Kindergarten - Mardi Gras Celebration Civilization Fair "The Little Mermaid" - 3 <sup>rd</sup> Grade Maypole Dance - Wyss's Class Maypole Dance - Shaver's and Frizzell's Class 8 <sup>th</sup> Grade graduation Halloween Program "Into the Woods"- Middle School musical "Babes in Toyland" - 4 <sup>th</sup> Grade	2003
		<u>2004</u> Mardi Gras Program - Kindergarten Civilization Fair Maypole Dance - Shaver's Class 8 <sup>th</sup> grade graduation "The King and I" - Middle School Halloween Program Holiday Program	2004

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		<u>2005</u> "Mother Goose and Other Rhymes" - 1 <sup>st</sup> Grade Margaret Schaffer Dickson Theater Dedication "Charlotte's Web" - 2 <sup>nd</sup> Grade Civilization Fair Maypole Dance- LaBorde's Class Maypole Dance - Frizzell's Class "Aladdin, Jr. - 5 <sup>th</sup> and 6 <sup>th</sup> Grade Holiday Program "Wizard of Oz" 3 <sup>rd</sup> Grade 8 <sup>th</sup> Grade Graduation	2005
		<u>2006</u> "Ali Baba" - 1 <sup>st</sup> Grade play "Oklahoma" 7 <sup>th</sup> and 8 <sup>th</sup> Grade Civilization Fair "Cinderella" - 2 <sup>nd</sup> Grade "Jungle Book" - 3 <sup>rd</sup> Grade Maypole Dance - Frizzell's Class Maypole Dance - Shaver's Class Maypole Dance - Laborde's Class Mardi Gras Celebration - Kindergarten "101 Dalmations" - 5 <sup>th</sup> and 6 <sup>th</sup> Grade "The Ransom of Red Chief" - 4 <sup>th</sup> Grade Halloween Program Holiday Program - "The Old Toy Shop"	2006
		<u>2007</u> "A Story Book Parade" - Kindergarten "Fiddler on the Roof, Jr." - 7 <sup>th</sup> and 8 <sup>th</sup> Grade	2007

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
		<u>2007-2008</u> Girls' basketball-lower school Yearbook Fall 2007 K-2nd- Yearbook Seniors 8 <sup>th</sup> grade celebration "Little Mermaid" 3 <sup>rd</sup> Grade Maypole Dance-Mrs. LaBorde's class Maypole Dance-Mrs. Shaver's Class Maypole Dance- Mrs. Hale's Class Maypole Dance-Mrs. Frizzell's Class Maypole Dance - Mrs. Krieten's Class "Pied Piper"- 2 <sup>nd</sup> Grade Civilization Fair "WinterWonderland- 1 <sup>st</sup> Grade "Beauty and the Beast - 2 <sup>nd</sup> Grade "Pinocchio" - 3 <sup>rd</sup> Grade "High School Musical" Halloween Program "Nutcracker"	2007-2008
		<u>2008-2009</u> 8 <sup>th</sup> Grade celebration Holiday Program Basketball cheerleading "Seussical, Jr." middle school 2009 luncheon Images: Rome projects, mock election, Sci-Port field trip 8 <sup>th</sup> Grade Celebration "Seussical, Jr." - Middle School presentation 5 <sup>th</sup> grade ' China project	2008-2009
		<u>2010</u> 8 <sup>th</sup> Grade Graduation	2010
		<u>2011</u> 8 <sup>th</sup> Grade Graduation	2011

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
62	<b>Photographs/Slides</b>		
		Sports-Tennis (identified)	1969-1970
		Sports-Boys' Basketball (identified)	1980s-1990s
		Sports-Girls' Basketball (identified)	1980s-1990s
		Building-Construction-Middle School Faculty and Staff (identified)	5/2002-8/2003
		Sports-Coach Steve McDowell, Mascot , others	n.d.
		Sports-unidentified (5 envelopes)	
		Photo: Dickson family. Biography of Margaret Shaffer Dickson	2004
		Photo: Mrs. Ford's 4 <sup>th</sup> grade	2006-2007
		Photo: Class Group of 2009 (identified)	
		Photo: U.S.S. Shreveport, signed by Daniel Leach	1992
		Slides: 3 envelopes of unidentified, undated slides	n.d.
63		Class photos:	2001-2007
64		Samples of kindergarten work from Mrs. LaBorde, Mrs. Thompson, Mrs. Singleton, and Shaver's classes	2008-2009
65	<b>Memorabilia</b>		
		Tee Shirts:	
		Southfield Class of 2003 - names on back	2003
		2003 - Southfield - Into the Woods	2003
		2004 - Southfield - School Fencing	2004
		2009 - Seussical Jr. - cast and crew on back	2009
		n.d. - Eagle emblem	n.d.
		n.d. - Eagle emblem and letters SMS	n.d.
		2009 - Southfield Celebrating 75 years	2009
		2009 - Southfield Founded 1936	2009
		Apron:	
		2003 - Summer Camp	2003
		Flag:	
		2009 Southfield Celebrating 75 years	2009

<u>BOX</u>	<u>FOLDER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
66	<b>Photographs</b>		
	614	Class groups Not identified, 8 x 10	2001-2010
		5 <sup>th</sup> graders - 5 x 7 not identified	2009
		Legacy Day - 4 x 6, not identified	2011
66	615	Class groups 8 x 10 - not identified	n.d.
	616	Legacy Students - 4 x 7 From preschool to 8 <sup>th</sup> , identified	2011
	617	Students 4 x 5 - identified, activity not identified	n.d.
		Blue album: Civilization Fair, some identified	1995
	618	Pen Pal letters	2010-2011
67	619	School work and records of Thayer brothers: David, Stephen, Douglas	1941-1942