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WEST VIRGINIA INSTITUTION

FOR THE

Deaf and Dumb and the Blind.

LOCATED AT

ROMNEY, W. VA.



Wheeling:

JOHN FREW, PUBLIC PRINTER.

1870.

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OF THE

West Va. Institution for the Deaf & Dumb and Blind

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WEST VIRGINIA INSTITUTION
FOR THE
DEAF AND DUMB AND THE BLIND.

THE West Virginia Institution for the Deaf and Dumb and the Blind was established by an act of the Legislature, passed March 3d, 1870.

The Board of Regents, by unanimous vote, located the Institution at Romney, in Hampshire county; a beautiful and healthy village in the rich valley of the South Branch. Daily stages run from New Creek, B. & O. R. R., and Moorefield to Romney, and tri-weekly stages from Patterson's Creek depot, B. & O. R. R., and Winchester, Virginia.

Section nine of the act establishing the Institution provides that, "all deaf and dumb and blind youth, residents of the State of West Virginia, between the ages of six and twenty-five years, shall be admitted to pupilage in the Institution on application to the Principal, until the Institution is filled. Applicants shall be admitted in the order of their application. All pupils shall be admitted as above directed without charge for board and tuition, and in cases of indigence, their clothing shall be furnished by the Institution while they are inmates of the same."

Pupils from other States will be charged \$200 per scholastic year for board and tuition. Day scholars, \$50 per annum for tuition.

For information, address,

H. H. HOLLISTER, *Principal,*

ROMNEY, W. VA.

CHAPTER 116.

An ACT for the establishment of the West Virginia Institution for the Deaf and Dumb and Blind.

Passed March 3, 1870.

WHEREAS, A superior binding obligation to cherish and educate as far as possible, all the deaf and dumb and blind youth within its limits, is imposed upon the state by the very laws of nature and all just claims of humanity, which this legislature doth fully recognize; therefore,

Be it enacted by the Legislature of West Virginia :

1. That immediately after the passage of this act, the governor shall appoint one person from each senatorial district of the state, to constitute, collectively, a body corporate, with powers to rent, purchase, and convey real estate, and with all other powers necessary for the establishment of a temporary institution for the education of the deaf and dumb and blind youth of West Virginia, as hereinafter provided; and to be known as the "Board of Regents of the West Virginia Institution for the Deaf and Dumb and Blind." Said board shall appoint one of their number as president, and in case of his absence, a president pro tem.; shall also appoint a secretary; and all orders, drafts, etc., of the board shall be signed by their secretary, and countersigned by the president. Said board shall meet as hereinafter provided, and shall hold such other meetings as they may think necessary. Extra meetings may be called by the president, or by any three members of the board, by notifying the other members of the time and place of the meeting, and of the nature of the business which renders an extra meeting necessary. Any three members of said board shall constitute a quorum for the transaction of all ordinary business; but for the location of the institution, and for the appointment to and removal from office, of any of the officers and teachers of said institution, the concurrence of the majority shall be necessary.

2. The board of regents of the West Virginia Institution for the deaf and dumb and blind, shall meet in the city of Wheeling at a time to be specified by the governor, within a period of three months after the passage of this act, and shall proceed at once to adopt and put in execution the necessary means for the education of the deaf and dumb and blind youth of West Virginia.

3. At their first meeting, they shall elect a principal, whose term of office shall begin on the day of his election; and in concert with

the board, it shall be his duty to superintend all the preliminary preparations for the opening of the West Virginia institution for the deaf and dumb and blind. It shall be his duty, further, to visit all the principal institutions for the deaf and dumb and blind in the country, for the purpose of ascertaining the latest and most improved modes of discipline and instruction adopted in such institutions, and for purchasing, with the advice and consent of the board, such books and apparatus as may be necessary for the efficient working of their own institution; and his traveling expenses shall be paid by the board of regents, out of the funds hereinafter appropriated.

4. The board of regents, at their first meeting, or as soon thereafter as practicable, shall establish the temporary institution at Romney, Hampshire county, in the building gratuitously furnished by the citizens thereof, or at some other suitable place; and shall provide, with the advice and co-operation of the principal, the furniture, fixtures, apparatus, etc., necessary for the comfort and convenience of inmates of the institution, and shall have all things in readiness for the opening of the school on the first Monday in September, eighteen hundred and seventy, or as soon thereafter as practicable.

5. The board of regents shall also elect, at their first meeting, or at any subsequent meeting prior to the first day of August, eighteen hundred and seventy, a steward, matron, one male and one female teacher, of the requisite qualifications, whose terms of office shall commence on the day of the opening of the school. The principal, steward, matron, and assistants shall reside in the institution. Their salaries shall be fixed by the board of regents, and shall be paid quarterly, viz: on the first day of October, the first day of January, the first day of April, and the first day of July, in each year, out of the funds hereinafter appropriated. The board of regents shall employ, as visiting physician of the institution, a physician of respectable standing in his profession, and it shall be his duty to render all the medical assistance necessary to its inmates.

6. The principal and steward shall give bond, with approved security, in such amount as the board of regents may direct, for the faithful discharge of their respective duties.

7. The board of regents shall prescribe such by-laws, rules and regulations, for the government and conduct of the institution under their charge, as shall secure the harmonious and efficient management of said institution in all its parts. They shall require such reports from the principal, steward and matron as, in their opinion, the institution may demand. And they shall annually, on or before the first day of January, report to the governor all the facts and circumstances in connection with the establishment and progress of

their institution, with a careful statement of all the receipts and disbursements of the same, and shall accompany their annual report with such recommendations and suggestions as will enable the state efficiently to foster and promote the enterprise of educating the deaf and dumb and blind youth within its limits. The fiscal year of the institution shall end on the thirty-first day of August, and the accounts of the institution shall be kept with reference to said fiscal year.

8. The board of regents in the establishment of the institution herein authorized shall provide accommodations for not more than forty persons, at first, including officers, assistants, etc. And they shall authorize their principal to notify the principal of the Virginia institution and the superintendent of the Ohio institution for the deaf and dumb and blind, at as early date as practicable, of the time at which the West Virginia institution for the deaf and dumb and blind shall be open, and ready to accommodate the indigent and all other deaf and dumb and blind youth from this state, who have been so kindly, and so liberally accommodated in their respective institutions, and the board shall at that time furnish the necessary means for the transportation of such indigent youth as may then be in said institutions, to their own institution.

9. All deaf and dumb and blind youth, residents of the state of West Virginia, between the ages of six and twenty-five years, shall be admitted to pupilage in the institution, on application to the principal, until the institution is filled; applicants shall be admitted in the order of their application; and it shall be the duty of the principal to keep a careful record of the names of all the pupils admitted, with the dates of their admission and discharge, their age, post office address, the names of their parents or guardians, the degree, cause and circumstance of their blindness, etc. All pupils shall be admitted as above directed without charge for board and tuition; and in all cases of indigence their clothing shall be furnished by the institution, while they are inmates of the same. The term of pupilage shall be determined by the board of regents, when they shall have had sufficient facts before them to enable them to decide the question. If the number of applications is more than sufficient to fill the institution, the board of regents shall make every effort in their power, by a careful economy of the funds hereinafter appropriated, to accommodate all, or as many as possible of the applicants. After all the applicants, between the prescribed ages of six and twenty-five years, have been admitted, if there is still room, the principal may admit other deaf and dumb and blind persons on application, who may be of suitable age to receive any advantages of

the institution, and upon the terms herein already prescribed, but it shall be distinctly understood that such persons shall withdraw from the institution in the order of the dates of their admission, to make room for new applicants, between the ages herein already prescribed.

10. The course of instruction in the institution shall be prescribed by the board of regents, with the advice of the principal, and shall be as extensive, both in the intellectual and musical departments, as the capacities and interests of the pupils may require.

11. In addition to their other duties, the assessors of the state are hereby required to register, in a book to be furnished them by the auditor for the purpose, the names of all deaf and dumb and blind persons in their respective districts, with the degree and cause of their blindness in each case, as far as can be ascertained from the heads of families, or from other persons, whom the assessors may conveniently consult, their ages, the names of their parents or guardians, their post-office address, and such other circumstances as may constitute useful statistical information, in making the institution herein authorized promptly efficient in ameliorating the condition of the deaf and dumb and blind by education. They shall complete this registration as early as possible, in the first annual assessment after the passage of this act, and shall forward their report directly to the auditor, who shall, if practicable, before the first day of July, or as soon thereafter as possible, make an alphabetical abstract of all the facts furnished him by the assessors' reports, and shall send the same by mail to the principal of the West Virginia institution for the deaf and dumb and blind, whose name and post-office address shall be certified to the auditor by the board of regents immediately after his election. And said principal is hereby further required to put himself in immediate correspondence with all the deaf and dumb and blind persons of suitable age and condition, mentioned in the auditor's abstract, with a view to their admission as pupils into the West Virginia institution for the deaf and dumb and blind. The assessors shall receive for the extra duties hereby imposed, the same compensation as is now allowed them for the registration of births and deaths, and shall be liable to the same penalties for failure to discharge these duties.

12. The sum of eight thousand dollars is hereby appropriated, to be paid out of the treasury of the state upon the order and warrant of the board of regents of the West Virginia institution for the deaf and dumb and blind; which sum shall be used by said board in meeting the expenses of the establishment of the institution hereby authorized, and in supporting the same from the date of its establishment to the thirtieth day of September, eighteen hundred and seventy-one.

BY-LAWS.

ARTICLE I.

Of the Board of Regents.

SEC. 1. The Board of Regents shall hold their annual meeting on the fourth Wednesday in June, and extra meetings may be held at the call of the President or any three members of the Board.

SEC. 2. The order of business after the chair is taken and the meeting called to order, shall be as follows:

1. Reading the minutes of the preceding meeting.
2. Reading Report of the Executive Committee.
3. Reading Report of the Principal.
4. Reading Reports of other committees.
5. Unfinished and miscellaneous business.

SEC. 3. They shall appoint an Executive Committee, consisting of three members of the Board, any two of whom shall be competent to act.

ARTICLE II.

Of the Executive Committee.

SEC. 1. The Executive Committee shall have a general supervision over the affairs of the Institution, and shall be an advisory body with whom the Principal may confer in all cases of difficulty.

SEC. 2. As often as it shall be necessary they shall inspect the accounts of the Institution.

SEC. 3. They shall supervise the disbursement of such money as shall be directed by the Board.

SEC. 4. They shall have charge of all the real estate of the Institution, and make rules for the occupancy and preservation thereof, subject to the supervision of the Board.

SEC. 5. They shall meet at the Institution on the fourth Wednesday, respectively, of September, December, March and June, and shall hold such other meetings as in their opinion the interests of the Institution may require. It shall be their special duty, at such times, to examine and settle the accounts of the Institution; and they shall draw upon the Board of Regents in favor of the Principal from time to time for such sums as may be necessary to meet the expenditures of the Institution.

SEC. 6. They shall have power to temporarily suspend any officer of the Institution, except the Principal, and in cases of necessity to appoint such officers, subject to the revision of the Board of Regents.

SEC. 7. They shall have full power to direct and to do all matters and things which may seem to them expedient for sustaining and advancing the objects for which the Institution was established; provided that they do nothing at variance with the Legislative enactments, or the by-laws, rules and regulations of the Board of Regents.

ARTICLE III.

Of the Secretary.

SEC. 1. The Secretary shall conduct the official correspondence of the Board of Regents, keep a record of the letters he writes and a file of those he receives.

SEC. 2. He shall keep in books well bound a full record of the proceedings of the Board of Regents, and of the Executive Committee.

SEC. 3. He shall issue notices of all meetings.

SEC. 4. He shall issue drafts quarterly on the Principal in favor of the officers and teachers for their salaries.

SEC. 5. He shall reside near the Institution and shall be also the Secretary of the Executive Committee.

SEC. 6. He shall receive as compensation for his services one hundred dollars per year, to be paid quarterly, by the Principal, out of the funds of the Institution.

ARTICLE IV.

Of the Principal.

SEC. 1. Immediately after his appointment, the Principal shall give bond in the penalty of five thousand dollars, conditioned for the faithful discharge of the duties of his office.

SEC. 2. He shall keep clear and methodical accounts of all moneys received and paid out, and shall settle his accounts with the Board of Regents annually, and with the Executive Committee as hereinbefore provided.

SEC. 3. He shall pay the traveling expenses of non-resident Regents, and the salaries of officers and teachers to the order of the Secretary.

SEC. 4. He shall keep evidences of stock, securities and other invested property and the muniments of title to the real estate belonging to the Institution, subject to the direction and control of the Board of Regents or the Executive Committee.

SEC. 5. He shall not use the funds of the Institution for his individual benefit, but shall hold the same at all times subject to the claims of the Institution ; and he shall promptly pay or protect all properly drawn and authenticated drafts which may be presented.

SEC. 6. He shall pay to the order of the Steward the wages of the servants and other employed hands of the Institution, and shall place at the disposal of the Steward such amounts, monthly, as will enable him to discharge the functions of his office in the purchasing of supplies, &c.; and he shall disburse, subject to the advice of the Board of Regents, such amounts for furniture, fixtures and apparatus as from time to time the success of the Institution may require.

SEC. 7. He shall have the general superintendence of the Institution and grounds thereto belonging ; the expenditures of the Institution, the direction and control of all persons therein, subject to the regulations of the Board of Regents, and shall conduct the school with the assistants appointed by the Board of Regents.

SEC. 8. He shall, at his own discretion, give to the officers and teachers of the Institution such instruction and advice as will most efficiently secure the end for which the Institution was established ; which instructions and advice, not being contrary to law, nor in violation of the regulations of the Board of Regents, shall be obligatory on subordinates.

SEC. 9. He shall assiduously promote the religious, moral and intellectual education of the pupils, and by precept and example shall maintain good order throughout the Institution.

SEC. 10. He shall exercise necessary discipline, using in all cases kind and persuasive measures ; and when these fail to produce the desired effect, he shall be at liberty to use such harsher measures as a careful study of characters and disposition may suggest ; and in extreme cases he may suspend from the Institution any pupil who otherwise proves incorrigible until the next meeting of the Executive Committee.

SEC. 11. It shall be his duty to report to the Board of Regents or Executive Committee any dereliction from duty on the part of any subordinate officer or teacher of the Institution.

SEC. 12. He shall be allowed a credit in his own favor for the amount of his salary, quarterly ; his necessary traveling expenses, stationery, postage, etc., for his office.

SEC. 13. He may grant leave of absence, upon written application, to any of the subordinate officers and teachers of the Institution, when its interests will not thereby be sacrificed, when said absence is for more than one day ; and when it is for more than one

week, said absence shall be reported to the next meeting of the Executive Committee.

ARTICLE V.

Of Finance.

SEC. 1. Such amount of the funds of this Institution as the Board of Regents shall from time to time direct, shall be deposited in the Bank of Wheeling, and be subject to the order of the Rev. D. W. Fisher, Chairman of the Executive Committee, to be paid out by him, upon proper vouchers, approved by the Principal and countersigned by the Secretary.

ARTICLE VI.

Of the Steward.

SEC. 1. The Steward, before entering upon the duties of his office, shall give bond in the penalty of one thousand dollars, conditioned for the faithful discharge of the duties of his office.

SEC. 2. He shall keep clear, methodical, and exact accounts of all his receipts and expenditures, and present the same to the Principal, with satisfactory vouchers therefor, on the first Saturday of each month, or whenever called upon by the Principal to do so.

SEC. 3. He shall superintend the meals of the pupils. It shall be his duty to see to the opening and closing of the house, morning and evening, and to see that the servants rise and retire at hours prescribed by the Principal.

SEC. 4. He shall see that the buildings are properly lighted, warmed and ventilated, and that the grounds, (the garden included,) and buildings are kept in order, and that the live stock is properly fed and cared for.

SEC. 5. It shall be his special duty to attend to the nursing of the male pupils whenever they are sick.

SEC. 6. He shall observe strictly the conduct of the servants, and see that in all respects they do their duty.

SEC. 7. He shall employ the necessary servants and hands for the proper and efficient management of his department, and may discharge them with the consent of the Principal.

SEC. 8. He shall perform such other duties as the Executive Committee or principal may direct.

ARTICLE VII.

Of the Matron.

SEC. 1. It shall be the duty of the Matron to take charge of the culinary department, the laundry, the dormitories, and the wardrobe of the Institution.

SEC. 2. She shall see that all the public halls, passages and rooms are kept neat and clean. She shall look carefully to the comfort of the pupils; she shall see that their clothing is properly washed, dried and ironed, and in all respects taken care of; that the beds and bedding are sunned when necessary, and kept clean and in good order.

SEC. 3. She shall notify the Steward, in writing, of the wants of the indigent pupils in respect to clothing, and it is hereby further made his duty promptly to supply the same.

SEC. 4. She shall require the servants belonging to her department to observe her orders and directions, and in the event of their failure to do so, shall report them to the Steward.

SEC. 5. She shall give personal care and attention to the sick among the pupils and other inmates of the Institution, both male and female, and particularly the latter; and she shall visit them in all cases, when it may be proper for her to do so.

SEC. 6. She shall have special charge of the stores of the Institution, and shall superintend the cooking, and see that the food is properly prepared and served up in the dining room at the prescribed hours, and, except to the sick, at no other time or place, except on the written order or permission of the Principal.

ARTICLE VIII.

Of the Teachers.

SEC. 1. It shall be the duty of the teachers to preserve order, and by precept and example to inculcate good morals in the pupils of their respective departments; to afford to the pupils facilities for common and healthful exercise, and, during school hours, to render such instruction to their pupils as the Principal may direct.

SEC. 2. They shall read, at stated times, such books as will afford pleasure and instruction to the pupils under their charge, and shall co-operate with the Principal in administering the discipline of the school.

SEC. 3. In the absence of the Principal, the duties of his office shall devolve upon the senior male teacher, except that he shall have no power to receive or disburse, or otherwise to control the funds of the Institution.

SEC. 4. In addition to their other duties the female teachers shall render such instruction to the pupils of their departments in knitting, sewing, and other useful arts, as the Principal may direct.

ARTICLE IX.

Of the Physician.

SEC. 1. It shall be the duty of the Physician to visit the Institution once a week, and whenever informed any of its inmates require his professional services.

SEC. 2. He shall keep such record of his professional attentions as will enable him clearly to report the sanitary condition of the Institution, whenever called upon to do so by the proper authorities.

ARTICLE X.

General Regulations.

SEC. 1. The Principal and all the officers and teachers shall eat at the same table, and shall treat each other with courtesy, and in the discharge of their respective duties harmonize among themselves, and cheerfully co-operate with the Board of Regents in promoting the best interests of the Institution.

SEC. 2. No stock or property belonging to the Institution shall be alienated or encumbered, unless in pursuance of a special resolution of the Board of Regents.

SEC. 3. The officers proper of the Institution, except the Physician, shall engage in no other avocation or business, but shall devote their whole time to the discharge of the duties of their respective offices.

SEC. 4. The sessions of the school shall commence on the first Monday of September in each year, and terminate on the fourth Thursday of June next thereafter.

