

TEACHER'S RECORD — LOUDOUN COUNTY, VIRGINIA

GENERAL AND SCHOLASTIC EMP No. 819 118  
SS 226 42 7459

1. Name Stefferd, Mrs. Doris Roberts (Mrs. Alfred D.) 2. Sex F  
 3. Permanent Address Hillsbofo, Virginia  
 4. Race W 5. Date of Birth NOV. 3, 1907 6. Height 5'6" 7. Weight 100 8. Physical Condition Good 9. Church Methodist 10. Married or single M  
 11. Dates, Durations, Names of Institutions, College Attendance Univ. of Vienna Austria  
State Teachers College of Iowa  
 12. Total College Credits in Session Hours none Iowa State Teachers College  
during fall 1925, winter 1926-27, spring 1927, summer 1927, fall  
1927 earning a total of 65.4 semester hours.  
 13. Degrees Held None 14. Practice Teaching Grade 4  
 15. Musical Ability Sing 16. Athletic Coaching Ability None  
 Retirement - 5%

Session	Schools	Subjects or Grades Taught	Salary	Yrs. Exp.	Certificate
R 1947-48	Lincoln	Hand. <sup>Phys Ed.</sup> Eng. Civics Sc.	134 <sup>00</sup>	5*	Over 2, 821
Ret. Rate 5% Sick Leave 2 1/2 days 1948-49	"	History English	1848	6	" "
1949-50	"	" "	1848	7	" "
1951-52	Waterford	4 - 5	1628.87	8*	Emergency License
1952-53	Leesburg	4	2160	9	EM
1953-54	"	4	2160	10	EM
1954-55	"	4	2280	11	EM
1955-56	"	4	2340	12	EM
1956-57	"	4	2490	13	EM
1957-58	"	4	1034.51	13*	EM

—over—

\* Taught 4 1/2 school months 1947  
 \* Taught 151 from 10-24-51 to 1951-  
 188

Taught 74/188 of 1957-58 - August 27, 1958 through March 2, 1959 - 1958-59

Mrs. Doris Stefferud ..... Teacher

Year Rated	Punctuality	Cooperation	Professional Growth and Attitude	General Success
<u>1949-50</u>	<u>Good</u>	<u>Good</u>	<u>Fair</u>	<u>Fair</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Use Excellent, Good, Fair, Poor

Punctuality—Includes promptness with all work including reaching school building by 8:40 each morning.

Cooperation—Is with principal, superintendent, supervisor and other teachers.

COMMENTS

<u>TEACHING SESSION</u>	<u>EXPERIENCE--OUT OF COUNTY: CITY OR COUNTY</u>	<u>EXPERIENCE CREDIT IN YEARS</u>	<u>TOTAL INCLUSIVE</u>
1928-30	Audubon, Iowa	2	2
1930-32	Berry, Iowa	2	4

BOOKS ORDERED FOR THE DORIS STEFFERUD MEMORIAL BOOK FUND:

Row, Peterson & Company - 4/10/58

THE MAGIC AND THE SWORD by Miriam S. Cox

Campbell & Hall - 5/13/58

Complete Nonsense Book by Lear

Poems for Children by Eleanor Farjeon

Complete Poems by Robert Frost

Come, Hither by Walter de la Mare

Little Bear by E. H. Mirarik

Time for Poetry by May H. Arbuthnot

Feb. 5, 1960

Mr. Frank Rafle, President  
The Kiwanis Club  
Leesburg, Va.

Dear Frank:

We appreciate so much the contribution which the Kiwanis Club has made to the school. We are deeply grateful for the interest which you have shown in education and the general welfare of the Community.

We are placing this money in the Doris Stefferud Memorial Library Fund which has been established in this School. This fund is used to purchase better books for our Library, books which we could not ordinarily afford.

On behalf of the Faculty and Students, I again express our appreciation.

Sincerely,

CSM/MFT



THE KIWANIS CLUB  
OF LEESBURG, VA.

ESTABLISHED 1957

"WE BUILD"

1/22

Mr. Charles Monroe  
Leesburg Elementary School  
Leesburg, Va.

Dear Mr. Monroe:

The board of directors of the Kiwanis Club of Leesburg voted that the enclosed check be sent to the Leesburg School to be used for whatever purpose you feel would be the most beneficial for the school and the students.

We are happy that in some small way we can be of assistance to our local school.

This year each member of Kiwanis International must give himself his own "C Q" test (Citizenship Quotient) and evaluate for himself what type of citizen he is within his own community.

If as a club, or individually, Leesburg Kiwanis can help, within its limitations, to build a better school, we are always ready to be of assistance.

Yours truly,  
Frank Raflo

A handwritten signature in blue ink that reads "Frank Raflo".

President

*Draw out of Gen. Fund*

STATEMENT

**CAMPBELL AND HALL, INC.**

WHOLESALEERS TO THE BOOK TRADE  
P.O. Box 350, BOSTON 17, MASSACHUSETTS  
TELEPHONE AL 4-4500

Leesburg School  
Att: Librarian  
Leesburg  
VIRGINIA

8944

Jan. 31, 1960

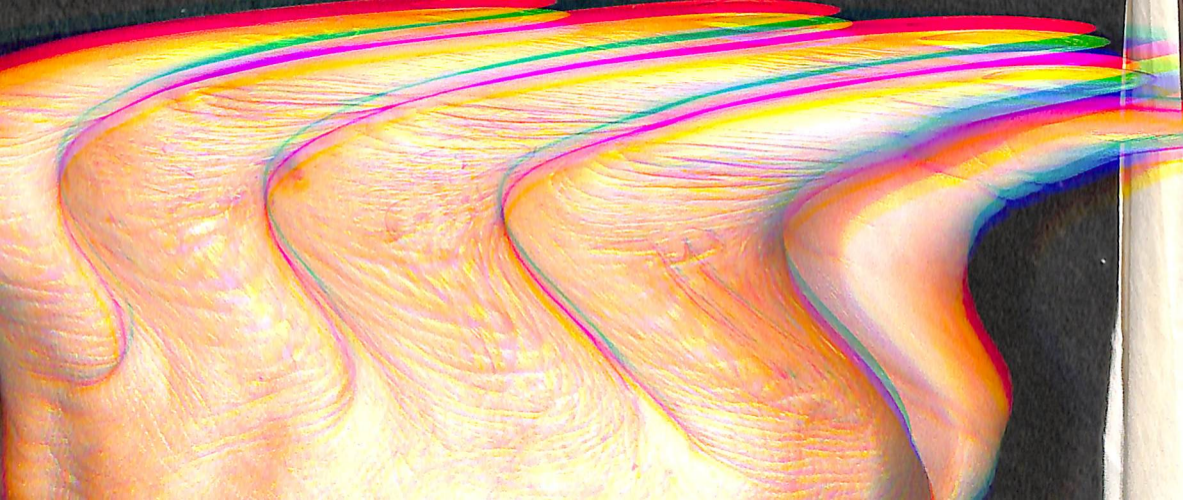
DATE	INVOICE NO.	DEBIT	CREDIT	BALANCE
JAN 19'60	12,519	3.65		41.79*
JAN 22'60			41.70	45.44*
				3.74*

*Memorandum*

*OR 2-11-60  
CHK 16*

**Please Pay Last Amount In Right Column**

LIBRARIES ARE ASKED TO ENCLOSE WITH CHECKS A LIST OF INVOICES  
(GIVING DATE AND AMOUNT OF EACH) WHICH CHECK IS INTENDED TO COVER.



**ORIGINAL INVOICE**

**CAMPBELL AND HALL, INC.**

EXECUTIVE OFFICES  
131 CLARENDON STREET

**WHOLESALEERS TO THE BOOK TRADE**

ALL OTHER DEPARTMENTS  
989 COMMONWEALTH AVENUE

BOSTON 17, MASSACHUSETTS  
TELEPHONE ALGONQUIN 4-4500

SOLD TO

SHIPPED TO

LEESBURG ELEM SCHOOL LIB  
ATT MR CHARLES MONROE  
LEESBURG VA

*Memo*

**THIS COMPLETES**       **PARTIAL SHIPMENT—BALANCE TO FOLLOW**

INVOICE DATE	OUR ORDER NO.	CUSTOMER'S ORDER NO.	REQUISITION NO.	CONTRACT NO.	SHIPPING METHOD	TERMS
JAN 19 60	1224 8944					

QUANTITY	DESCRIPTION	PRICE	NEW	DISC.	NET	TOTAL
1	✓ GERTIE THE DUCK		1.44	NET		1.44
1	✓ MOSBY		2.95	30%		2.07
						.14

PLEASE HOLD THIS INVOICE  
AND PAY OUR MONTHLY STATEMENT

No.  
**12519**

TRANSPORTATION

**PLEASE PAY  
THIS AMOUNT**

3.65

ANY SHORTAGES MUST BE REPORTED AT ONCE.

SYMBOLS: O S C—OUT OF STOCK—CANCELLED    OP—OUT OF PRINT CANCELLED    N Y P—NOT YET PUBLISHED, TO FOLLOW WHEN READY  
O S F—OUT OF STOCK—TO FOLLOW    NR—NO RESPONSE FROM PUBLISHER    N Y P C—NOT YET PUBLISHED, CANCELLED, PLEASE REORDER



**DATE**

**DEC 29 59**

8

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(GIVIE

STATEMENT

**CAMPBELL AND HALL, INC.**

WHOLESALEERS TO THE BOOK TRADE  
P.O. Box 350, BOSTON 17, MASSACHUSETTS  
TELEPHONE AL 4-4500

Leesburg School  
. Att: Librarian  
Leesburg  
VIRGINIA

8944

Dec. 31, 1959

DATE	INVOICE NO.	DEBIT	CREDIT	BALANCE
DEC 29 1959	90,296	41.79		41.79 •
	<i>88 1-20-60 ck 15</i>		<i>Memorial Fund</i>	

**Please Pay Last Amount In Right Column**

LIBRARIES ARE ASKED TO ENCLOSE WITH CHECKS A LIST OF INVOICES  
(GIVING DATE AND AMOUNT OF EACH) WHICH CHECK IS INTENDED TO COVER.

Memorial

Book

Fund.

ORIGINAL INVOICE

CAMPBELL AND HALL, INC.

EXECUTIVE OFFICES  
131 CLARENDON STREET  
GM

WHOLESALEERS TO THE BOOK TRADE

ALL OTHER DEPARTMENTS  
989 COMMONWEALTH AVENUE

BOSTON 17, MASSACHUSETTS  
TELEPHONE ALGONQUIN 4-4500

SOLD TO

SHIPPED TO

LEESBURG ELEMENTARY SCHOOL LIBRARY  
ATT MR CHARLES MONROE  
LEESBURG, VIRGINIA



THIS COMPLETES  PARTIAL SHIPMENT—BALANCE TO FOLLOW

INVOICE DATE	OUR ORDER NO.	CUSTOMER'S ORDER NO.	REQUISITION NO.	CONTRACT NO.	SHIPPING METHOD	TERMS
12/29/59	1224 8944					
QUANTITY	UNIT PRICE	DESCRIPTION	GROSS EXTENSION	DISC.	NET AMOUNT	
1.	2.95	SEA VENTURE				
1.	3.00	ONION JOHN				
1.	2.95	ROY CAMPANELLA				
1.	4.95	WORLD OF CAPT. JOHN SMITH				
1.	2.95	BLIND MAN & ELEPHANT				
1.	2.00	BLAZE AND THE MOUNTAIN				
1.	3.75	WOLF AND THE SEVEN LITTLE KIDS				
1.	2.95	EDDIE AND LOUVELLA				
1.	3.00	RED DORY				
1.	2.50	STORY OF SCREECH OWL				
1.	4.95	GOLDEN TREAS OF NAT HISTORY				
1.	4.95	COLONIAL LIVING	40.90	30.		28.63
1.	1.50	I WANT TO BE A TEL OPERATOR				
1.	1.50	I WANT TO BE A NEWS REPORTER				
1.	1.44	BIG NEW SCHOOL				
1.	1.88	A TRIP TO PARIS				
1.	2.19	BATHER BEAR COMES HOME				
1.	4.46	FIRST BK OF HOLIDAYS				
1.	2.10	CIVIL WAR	12.07	NET.	12.07	

PLEASE HOLD THIS INVOICE AND PAY OUR MONTHLY STATEMENT No. 90296

TRANSPORTATION 1.09

PLEASE PAY THIS AMOUNT 41.79T

ANY SHORTAGES MUST BE REPORTED AT ONCE.  
19.

SYMBOLS: OS C—OUT OF STOCK—CANCELLED OP—OUT OF PRINT CANCELLED NY P—NOT YET PUBLISHED. TO FOLLOW WHEN READY  
OS F—OUT OF STOCK—TO FOLLOW NR—NO RESPONSE FROM PUBLISHER NY P C—NOT YET PUBLISHED. CANCELLED. PLEASE REORDER

Reserial  
sent 10/12/59  
A. H. S.  
T. H. B.

# Order Form

October 1959—April 1960 Selections

DOUBLEDAY & COMPANY, INC.  
Institutional Department, Garden City, New York

Please send us the Junior Literary Guild selections indicated below. They are to be shipped, charges prepaid, in the Junior Literary Guild edition, and are to be billed as follows: Automatic prebilled shipment subscription rate of \$19.20 for 12 books; Non-automatic shipment subscription rate of 12 books for \$19.80 or \$1.65 a book.

Shipping date \_\_\_\_\_ Terms \_\_\_\_\_

Special Instructions \_\_\_\_\_

SHIP TO

LEESBURG ELEM SCHOOL  
FOR MEMORIAL FUND  
LEESBURG  
VIRGINIA

UG-108  
E-1

1B-0'BRIEN

Charge to \_\_\_\_\_

Ordered by \_\_\_\_\_ (please print) Position \_\_\_\_\_

NO. OF COPIES	AUTHOR	TITLE	LIST PRICE	NO. OF COPIES	AUTHOR	TITLE	LIST PRICE
<b>P GROUP—Boys and Girls—Ages 5-6</b>				<b>B GROUP—Girls—Ages 12-16</b>			
	Castle, J.	PEEP-LO (7419K-7418K)	\$2.50		Alexander, A.	THE PINK DRESS (7482K-7481K)	\$2.75
	Durell, A.	LOST BEAR (7422K-7421K)	2.95		Butters, D. G.	WITCH'S SILVER (7485K-7484K)	2.95
	Friskey, M.	INDIAN TWO FEET AND HIS HORSE (7425K-7424K)	2.50		Dodge, B. S.	PLANTS THAT CHANGED THE WORLD (7488K-7487K)	3.50
	Ipcar, D.	BROWN COW FARM (7428K-7427K)	2.50		McDonald, L. Ross, Z. H.	ASSIGNMENT IN ANKARA (7491K-7490K)	2.95
	Lasson, R.	WHICH WITCH? (7431K-7430K)	2.75		Pitkin, D.	THE GRASS WAS THAT HIGH (7494K-7493K)	2.95
	Rowand, P.	EVERY DAY IN THE YEAR (7434K-7433K)	2.75		Richmond, C. J.	COPY GIRL (7497K-7496K)	2.95
	Seuss, Dr.	HAPPY BIRTHDAY TO YOU (7437K-7436K)	2.95		Whitney, P. A.	CREOLE HOLIDAY (7500K-7499K)	2.95
<b>E GROUP—Boys and Girls—Ages 7-8</b>				<b>C GROUP—Boys—Ages 12-16</b>			
	Bannon, L.	KATY COMES NEXT (7440K-7439K)	2.75		Carson, J. F.	THE BOYS WHO VANISHED (7503K-7502K)	3.50
	Bemelmans, L.	MADLINE AND THE GYPSIES (7443K-7442K)	3.50		Catherall, A.	TENDERFOOT TRAPPER (7506K-7505K)	3.25
	Bennett, R.	NOT A TEENY WEENY WINK (7446K-7445K)	2.00		Derleth, A.	THE MILL CREEK IRREGULARS: SPECIAL DETECTIVES (7509K-7508K)	3.50
	Fenton, E.	FIERCE JOHN (7449K-7448K)	2.00		Faulkner, N.	TOMAHAWK SHADOW (7512K-7511K)	2.95
	Freeman, D.	SPACE WITCH (7452K-7451K)	2.00		Holme, B.	PICTURES TO LIVE WITH (7515K-7514K)	4.50
	Kay, H.	A PONY FOR THE WINTER (7455K-7454K)	2.95		Johansen, M. A.	VOYAGERS WEST (7518K-7517K)	3.50
	Shannon, T.	KIDLIK'S KAYAK (7458K-7457K)	2.75		Winders, G. H.	SAM COLT AND HIS GUN (7521K-7520K)	3.00
<b>A GROUP—Boys and Girls—Ages 9-11</b>				<p><b>IMPORTANT:</b> All books listed here will be available to you simultaneously with the publishers' editions.</p> <p><b>PLACE YOUR ORDER NOW</b>—and the books will be shipped promptly when ready.</p> <p>It is understood that the books purchased above will be ordered against subscriptions in the age groups concerned.</p> <p>(All list prices are subject to change without notice)</p>			
	Cameron, E.	THE TERRIBLE CHURNADRYNE (7461K-7460K)	3.00				
	Du Bois, W. P.	OTTO IN TEXAS (7464K-7463K)	2.50				
	Frazier, N. L.	THE MAGIC RING (7467K-7466K)	2.95				
	Gidal, S. & T.	FOLLOW THE REINDEER (7470K-7469K)	3.50				
	Gottlieb, W. P.	JETS AND ROCKETS: HOW THEY WORK (7473K-7472K)	2.95				
	Lauber, P.	OUR FRIEND THE FOREST (7476K-7475K)	2.00				
	O'Clery, H.	THE MYSTERY OF BLACK SOD POINT (7479K-7478K)	2.95				

(Please do not write here)

RED HILL  
HILLSBORO, VIRGINIA

March 29, 1958

Dear Mr. Monroe:

This check for fifty dollars is a contribution (given to me in currency) of colleagues in the Department of Agriculture to the Memorial Fund.

The names are given in the enclosed list. If any help is needed with the acknowledgments, I shall be glad to do what I can.

With best wishes,

Alfred Stefferud

List sent to  
Mrs. Hatch

LOUDOUN COUNTY  
HISTORICAL SOCIETY  
A. A. Rowberg, secretary  
Lincoln, Virginia

Mr. & Mrs.

Rexford D.

Lincoln

From Vermilyea to

Doris Stefferud fund \$5<sup>00</sup>

Mr. & Mrs. Cait MacLean  
Lincoln, Va.



Loris Stefferud Memorial Fund  
C/o Mrs. Stoneburner  
Leesburg Elementary School  
Leesburg  
Virginia



LONGMOOR FARM  
PURCELLVILLE, VIRGINIA



Mr Charles Moore  
Leesburg Graded School  
Leesburg  
Va

RED HILL  
HILLSBORO, VIRGINIA

March 15, 1958

Dear Mr. Monroe:

This check for fifteen dollars for the book fund covers gifts from Josephine Hemphill and Shirley A. Briggs, who sent checks made out to me.

I deeply appreciate your letter of March 13. Please thank Mrs. Monroe also for your kindness and thoughtfulness.

Yours,  
Alfred Stefferud

\$ 269.00  
Including these  
two checks.  
letter to  
Mrs. Hatch  
3/17/58

LONGMOOR FARM  
PURCELLVILLE, VIRGINIA

3/15/58

Contribution to the Memorial  
Book Fund for Davis Shefferd  
From  
The Edward C. Norman Family

122 Howard Terw  
Leonia N.J.

Mar 12 - 1958

Library,  
Elementary School,  
Leesburg, Va.  
Att. Librarian

I am enclosing a check for  
\$10 in memory of Mrs. Doris  
Stefferud which it is  
my understanding the  
family would like you to  
use for the purchase of  
library books.

Sincerely

O. R. Roberts

Mr. & Mrs. Dean R. Wickes  
Bluemont, Va.



Mr. and Mrs. James Fenton Birchfield

The Forty Acres  
R. F. D. 3, Ashburn, Virginia

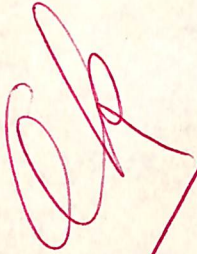
Lincoln, Va.,  
Mar. 13, 1958

Mr. Charles S. Monroe,  
Principal Elementary School,  
Leesburg, Va.

Dear Sir:

Enclosed find check for \$5.00 as a contribution  
from Mrs. Rowberg and myself to the Doris Stefferud  
Memorial Book Shelf.

Very sincerely,

  
A.A. Rowberg



Dear Mr. Blouwe,

I enclose check for  
\$5.- as Kirsten's contribution  
to the memorial book fund  
established by Mrs. Stefferud.

Yours sincerely  
Kirsten M. Lacy

March 7, 1958

Elwood  
Leesburg, Va.



VALLEY VIEW FARM  
LEESBURG, VIRGINIA

March 14<sup>th</sup> - 1958.

In loving memory  
of Mrs. Davis Steffens.

From

Mrs. & Mrs. Robert Whitman.

March 17, 1958

10.00  
deposited

Dear Edna,

I understand that you are taking charge of the money for the Memorial Book Fund for Lois Stefferud.

I am enclosing a check from us (which need not be acknowledged) and a check from Lois' cousins. They are Miss Florence Roberts and Miss Adelaide Crill, both of 3900 16<sup>th</sup> St. N.W. Washington, D.C.

If there is any way I can help you, please give me a call. There's so little that anyone can do now for Lois.

Sincerely,  
Shirley Roberts

Ret. 3/19 for Shirley's endorsement  
10.00

Mr. Murray,

Mr. Sander will be con-  
tacted by the artist & please to forward.

Edw. S. Sander

IN ACCOUNT WITH

*Caultkins Jewelers*

and NANCY'S SHOP

101 W. Market

Leesburg, Virginia

M *Leesburg Grade School*

*Feb 1961*

*Jan 18 engrave plate*

*\$ 3 00*

*OK. Van Douse*

*Pa. 2-17-61  
Ch. ~~AF~~ 25-*

Fine Repairing

"Gifts for all Occasions"

Watches - Diamonds - Jewelry - Silverware - China

IN ACCOUNT WITH  
*Caultkins Jewelers*  
and NANCY'S SHOP  
101 W. Market  
Leesburg, Virginia

M *Leesburg Elem. School*  
*Leesburg*

*Dec 6 engraving plate*

*\$ 3.50*

*Feb 1-17-61*  
*Ch. 24*  
*Mavis Stefferud Mem. Fund*

PRODUCT	TITLE CODE	QUANTITY	DESCRIPTION	PUB. DATE	SYMBOL	UNIT PRICE	DISC. %	AMOUNT
86	7987K	1	JR GUILD RENEWAL SUB			21.00		21.00
		RJG	1060					
		EXPIRE 09 61						
		BOOKS 12-						
		E 1						

*10-1-60*

**ORIGINAL**

I HAVE RECEIVED YOUR ORDER AND WILL BE RECEIVING THE GOODS AS SHOWN ON THIS INVOICE. YOUR RECEIPT WILL BE WITHIN 10 DAYS. ALL ITEMS INDICATED WILL BE PAID ON THIS DATE.

INVOICE NUMBER

J 46259

FIRST DIGIT OF PRODUCT CODE

- 1, 4 - ADULT
- 2, 5 - JUVENILE
- 7 - LITERARY GUILD
- 8 - JUNIOR GUILD

KEY TO SYMBOLS

**PUB:** New publication. Do not sell or display before publication date.  
**NC:** No charge.  
**NFR:** No Foreign Rights.  
**NOP:** Not our publication.  
**NYPC:** Not yet published. Cancelled. Please reorder.  
**NYPR:** Not yet published, or our edition not published.  
**OPSI:** Out of print or out of stock indefinitely. Cancelled.  
**OS 30:** Out of stock. Will ship within number of days shown after symbol.  
**OS 60:** Out of stock temporarily. Cancelled.  
**OS 90:** Out of stock temporarily. Cancelled.  
**OSTC:** Additional charge for prebound edition. Please reorder.  
**PBD:** Additional charge for prebound edition. Please reorder.  
**PBOP:** Cancelled. Can supply in Trade Edition. Please reorder.  
**WF:** Will follow.

SHIPPING	
CHARGES	
	21.00

**PAY LAST AMOUNT**

WE HEREBY CERTIFY THAT THESE GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 6, 7, AND 12 OF THE FAIR LABOR STANDARDS ACT AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 THEREOF.

# TITUTIONAL DEPT.

DISC. %	AMOUNT	
	21	00
	21	00
SHIPPING CHARGES		

LEDGES WHICH  
 DATE BEGIN  
*erbo*  
 DUE AS  
 INVOICE.

**PAY LAST AMOUNT** 

IN ACCOUNT WITH

*Caultkins Jewelers*

and NANCY'S SHOP

101 W. Market

Leesburg, Virginia

M Leesburg Trade School  
Leesburg

July 1

June 9 engraving plack

\$ 3 50

B8 7-15-60  
OK 18

*At. Charles Bourgeois*

Leesburg School mail

now 49¢ as used case on

R.F.D. Delivery

Fine Repairing

"Gifts for all Occasions"

Watches - Diamonds - Jewelry - Silverware - China



I Keep My Account With the

PEOPLES NATIONAL BANK

LEESBURG, VA.

» Why Don't You?

~~~~~  
Pay from  
Memorial Fund

July 10

\$ 3.25-

paid to

Life World Library

Stephens

Paid World Life Library

\$14.75-

Nov. 16, 1960

Ch. # 22

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ALFRED STEFFERUD • 611 A STREET, SOUTHEAST • WASHINGTON 3, D. C.

Dear Mr. Monroe:

With this little contribution I send my  
best wishes to all of you.

Yours truly

Alfred Stefferud

January 9, 1961

Mr. Alfred Stefferud  
611 A Street, Southeast  
Washington 3, D. C.

Dear Mr. Stefferud:

Thank you so much for your generous contribution to the Stefferud Memorial Fund. Mrs. Stefferud would be very happy if she knew that this fund was continuing to meet a very definite need in the Leesburg School. Contributions are coming in and we still have a limited balance. It is from this fund we purchase the better, more expensive books than we could afford from our general fund.

Mrs. Stefferud was certainly a dedicated teacher. We can still see the results from her activities in our school system.

You and your family have our best personal wishes.

Sincerely yours,

Charles S. Monroe, Principal

CSM:DJH



Mr. Charles S. Monroe, Principal  
Leesburg Elementary School

Leesburg, Virginia

SAME

*Harry Stefferud  
Memorial Fund*

Charles S. Monroe

*Rachel Field - The Rachel Field  
Doubleday*

|           |                                                                                                |                        |       |
|-----------|------------------------------------------------------------------------------------------------|------------------------|-------|
| ✓ 10 Vol. | "Through Golden Windows"                                                                       | Lothrop, Lee & Shepard | 39.50 |
| ✓ 1       | The Rachel Field Story Book by R. Field                                                        | Doubleday              | 2.50  |
| ✓ 1       | The Cure of Ars by Lomask, Milton                                                              | Farrar, Straus         | 1.95  |
| ✓ 1       | America's Own Mark Twain by Eaton, Jeannette                                                   | Morrow                 | 3.00  |
| ✓ 1       | The Wonderful World of Music by Britten & Holst                                                | Doubleday              | 3.45  |
| ✓ 1       | A Seed Shall Serve by Simon, Charlie M.                                                        | Dutton                 | 3.00  |
| ✓ 1       | Jubal and the Prophet by Hyman, Frieda                                                         | Farrar, Straus         | 2.95  |
| ✓ 1       | No Fighting! No Biting! by Minarik, Else                                                       | Harper                 | 3.25  |
| ✓ 1       | The Great West by Neider, Charles                                                              | McCann                 | 9.95  |
| ✓ 1       | English Literature for Boys & Girls by H.E. Marshall                                           | Stokes                 |       |
| ✓ 1       | Our Island Story by Marshall, H. E.                                                            | Stokes                 |       |
| ✓ 1       | He Went With John Paul Jones by Kent, Louise A.                                                | Houghton               | 3.50  |
| ✓ 1       | Lee of Virginia by Freeman, Douglas                                                            | Scribner               | 4.50  |
| ✓ 1       | Exploring Chemistry by Gallant, Roy A.                                                         | Doubleday              | 2.95  |
| ✓ 1       | Exploring the Sun by Gallant, Roy A.                                                           | Doubleday              | 2.50  |
| ✓ 1       | A Treasury of Christmas Plays; Royalty-free Stage & Radio Dramas for Young Players by Kamerman | Plays, Inc.            | 5.00  |
| ✓ 1       | Round the Year Plays for Children by Very, Alice                                               | Plays, Inc.            | 3.50  |
| ✓ 1       | Elements of the Universe by Seaborg, Glenn T.                                                  | Dutton                 | 3.95  |
| ✓ 1       | Isaac Newton by Moore, Patrick                                                                 | Putnam                 | 2.00  |
| ✓ 1       | Space Station by Ley, W.                                                                       | Putnam                 | 1.00  |
| ✓ 1       | Mighty Men by Farjeon, Eleanor                                                                 | Appleton               | 1.56  |
| ✓ 1       | Ten Saints by Farjeon, Eleanor                                                                 | Viking                 | 3.00  |
| ✓ 1       | Cat Who Went to Heaven by Coatsworth, Eliz.                                                    | Macmillan              | 3.50  |

*Out of Stock - Cancelled*  
*Out of Stock - Cancelled*

*2.33*  
*14.25 - plus mailing - 70.58*

*97.50*



10 Vol. - "Through Golden Windows"  
(Kathrop, Lee + Shepard)

5 vol. - 19.75

39.50

Rachel Field - The Rachel Field Story Book  
(Doubleday)

2.50

Lomask, Milton "The Cure of Ars"  
(Farrar, Straus)

1.95

Eaton, Jeannette - "America's Own Mark  
Twain" (Morrow)

3.00

Britten + Holst - "The Wonderful World of  
Music" (Doubleday)

3.45

Simon, Charlie M. "A Seed Shall Serve"  
(Dutton)

3.00

Hyman, Frieda "Jubal and the Prophet"  
(Farrar, Straus)

2.95

Minarik, Else. "No Fighting! No Biting!"  
(Harper)

3.25

Weider, Charles. "The Great West"  
(Mc Conn)

Marshall, H. E. - "English Literature for  
Boys and Girls"  
(Stokes)

?

Marshall, H. E. - "Our Island Story"  
(Stokes)

?



|                                                                                                                            |      |
|----------------------------------------------------------------------------------------------------------------------------|------|
| Kent, Louise A. - "He Went With John Paul Jones" (Houghton)                                                                | 3.00 |
| Freeman, Douglas - "Lee of Virginia" (Scribner)                                                                            | 4.50 |
| Gallant, Roy A. "Exploring Chemistry" (Doubleday)                                                                          | 2.95 |
| " " "Exploring the Sun" (Doubleday)                                                                                        | 2.50 |
| Kamerman, Sylvia E. - "A Treasury of Christmas Plays; Royalty-free Stage and Radio Dramas for Young Players" (Plays, Inc.) | 5.00 |
| Very, Alice - "Round the Year Plays for Children" (Plays, Inc.)                                                            | 3.50 |
| Seaborg, Glenn T. "Elements of the Universe" (Dutton)                                                                      | 3.95 |
| Moore, Patrick - "Isaac Newton" (Putnam)                                                                                   | 2.00 |
| Key, W. - "Space Station" (?)                                                                                              |      |
| Farjeon, Eleanor - "Mighty Men" (Appleton)                                                                                 | 1.56 |
| " " "Ten Saints" (Viking)                                                                                                  | 3.00 |
| Coatsworth, Eliz. "Cat Who Went to Heaven" (Macmillan)                                                                     | 3.50 |

National Geographic Society  
 Dept. BB7  
 Washington 6, D.C.

Salvo  
 P.O. →  
 Hoop.

Hergert, H.M. - "Everyday Life in Ancient Times" 6.00  
 "Indians of the Americas" 7.50

? Allen, Arthur A. "Shoot Buds With Color Camera" ?

December 16, 1958

Mr. Miller  
Lamb Seal & Stencil Co.  
824 - 13th Street, N. W.  
Washington 5, D. C.

Dear Mr. Miller:

Quite recently you made up for us a bronze plaque in memory of Mrs. Doris R. Stefferud. We are enclosing one of the bronze plates which is to be engraved with the name

Lula A. Munday

We would, of course, like the same engraving on the plate as is on the plaque.

If there is a number or name of the particular style of engraving, we would appreciate your sending it to us for future use.

Very truly yours,

Charles S. Monroe  
Principal

P.S. The number of your invoice for the plaque is 58183 - this might help you in identifying the above.

*Doris Stufferud  
Memorial Fund*

---

December 15, 1958

National Geographic Society  
Dept. B B F  
Washington 6, D. C.

Gentlemen:

Please send us one copy of "Stalking Birds with  
Color Camera" by Arthur A. Allen. Please send bill along  
with book and we shall send you a check immediately.

Very truly yours,

Charles S. Monroe  
Principal

MELVILLE BELL GROSVENOR  
PRESIDENT  
THOMAS W. MCKNEW  
EXECUTIVE VICE PRESIDENT AND SECRETARY  
ROBERT V. FLEMING  
VICE PRESIDENT AND TREASURER  
MELVIN M. PAYNE  
VICE PRESIDENT  
FREDERICK G. VOSBURGH  
VICE PRESIDENT

# NATIONAL GEOGRAPHIC SOCIETY

WASHINGTON 6, D.C.



ROBERT E. DOYLE  
ASSOCIATE SECRETARY

December 29, 1958

Leesburg School  
Leesburg  
Virginia

Attention: Mr. Charles S. Monroe  
Principal

Gentlemen:

Unfortunately, the publication about which you inquired cannot be supplied as copies are no longer available.

A catalogue describing the special publications on The Society's current list is enclosed. Any order you may wish to send with a covering remittance will be given our immediate attention.

Very truly yours,

*Thomas W. McKnew*  
Secretary

Enclosure

MB:CB

BOOKS ORDERED FOR THE DORIS STEFFERUD MEMORIAL BOOK FUND:

Row, Peterson & Company - 4/10/58

THE MAGIC AND THE SWORD by Miriam S. Cox

Campbell & Hall - 5/13/58

Complete Nonsense Book by Lear

Poems for Children by Eleanor Farjeon

Complete Poems by Robert Frost

Come, Hither by Walter de la Mare

Little Bear by E. H. Mirarik

Time for Poetry by May H. Arbutnot

Memorial Books

- Dodd - Lear, Edward - "Complete Nonsense Book" 3.50
- Lippincott - Farjeon, Eleanor - "Poems for Children" 3.00
- Holt - Frost, Robert - "Complete Poems" 6.00
- Knopf - de la Mare, Walter - "Come, Hither" 6.00
- Scott-Forsman - Arbuthnot, May H. - "Time for Poetry" 4.00
- Harper - Miravik, E. H. - "Little Bear" 3.25

Mario Stefferud  
M. B. Fund

Ordered from A. F. Hall  
5/13/58

750.00  
225.00  
-----  
525.00

25.00

NOV 21 1908

Alfred Stephens

My thanks and regards to you and Mrs. Monroe.  
Sincerely,

amounts - but no address.  
I don't know to whom to write about the amount of  
I'll be off and on, but I'm not sure now just when  
I would try to telephone me on Saturday. I shall be in  
if there are other details I should attend to, maybe you  
please give me details of the amount of the  
total from the check I shall send you - or will that com-  
pany at a discount; it seems easiest to deduct the

"Monroe" and Mrs. "Alabont" books were orders from a

\$6.50

you a check for the amount as soon as possible. The  
a check on it. I shall count the amount and send  
in the house; so I need it with the intention of writing  
from I think). I did not like to leave that much cash  
the had \$40 or so of room money (from the subscip-  
ance arrangement. When she was in the hospital,  
with money from some fund - maybe the "Hillsboro"  
which she ordered and is to be paid for, "Sunderland",  
paper she carried, and "The Universe in Forty Steps,"  
By now you have done' clear record book, do not

Dear Mr. Monroe;

Yours truly,  
Alfred Stephens

RED HILL  
HILLSBORO, VIRGINIA

Finance  
Randy Robinson  
30.00  
10.00  
10.00  
10.00



**HILL TOP GARDENS**  
PURCELLVILLE, VA.

195

| DATE | A.M. | P.M. | CHARGE | C.O.D. | PAID |
|------|------|------|--------|--------|------|
| 3/7  |      |      |        |        |      |

Send To

DESCRIPTION

Nisk Garden 6.00

Card

*Par 1*

35

Charge To

THE JOHN HENRY CO., LANSING, MICH.

details. We shall send you additional lists as contributions come in.

- Sharon Hill - 1.00
- School
- McGarack - 1.00
- Smith - 1.00
- Hill - 1.00
- Simpson - 3rd grade - 1.00
- Kirsten Lacey - 5.00
- Christner - 3.00
- McGarack's room - .15
- Croese's room - 1.00
- Luck - 1.00
- Arriou - 1.00
- " Room - 1.00
- Stonburner Room - 3.00
- " " - 10.00 (Clemens + Farwick)
- Edna Carter - 3.00
- Clemens - 1.00
- Stonburner - 1.00
- Elmore - room - 3.00
- Stonburner's Room - 5.85
- Smith's room - .25
- A. Bradford's room - 5.45
- Castello - 1.00
- Castello room - .34
- Hill's room - 2.70
- Smith room - .50
- Greg. Plain - 2.00

Charles S. Monroe  
Principal

Very truly yours,

*15*  
Professor & Mrs.  
Charles L. Stewart  
Urban, Ill. - 2.00  
Mrs. Stiff. sent  
Card of acknowledgment

10, 1958

the names of individuals who have  
Memorial Book Fund:

- Simpson - 5.00
- Stonburner - 5.00
- Bradfield - 5.00
- (check signed by Mrs. Marietta H. Stonham) 13.00
- Phillips - 5.00
- Adams - 3.00
- Faculty & Students



March 10, 1958

~~45~~  
Professor & Mrs.  
Charles L. Stewart  
Urbana, Ill. - \$2.00  
wv. stiff. send  
Card of acknowledgment

Mrs. William N. Hatch  
Leesburg, Virginia

Dear Mrs. Hatch:

Listed below are the names of individuals who have  
contributed to the Doris Stefferud Memorial Book Fund:

- Mr. & Mrs. Lupton Simpson - 5.00
- Mrs. Jane Simmons - 5.00
- Miss Nancy L. Bradfield - 5.00
- Personnel at Deco (check signed by Mrs. Marietta H. Stonham) 13.00
- Mr. & Mrs. Lucas Phillips - 5.00
- Mr. & Mrs. Hawpe Adams - 3.00
- Leesburg School - Faculty & Students

We appreciate your willingness to help us with these  
details. We shall send you additional lists as contributions come in.

Very truly yours,

Charles S. Monroe  
Principal

Ector's Room - 50¢

4th grade \$ - 1.23

A. Bradfield + room - 3.80

Sharon Hill - 1.00  
School

McLanack - 1.00  
Smith - 1.00  
Hill - 1.00

Simpson - 3rd grade - 1.00

Kirsten Lacey - 5.00

Christner - 3.00

McLanack's room - .15

Croase's room - 1.00

Luck - 1.00

Arison - 1.00

" Room - 1.00

Stonburner Room - 3.00

" " - 10.00

Edua Carter - 3.00

Clemens - \$1.00

Stonburner - 1.00

Ulmere - room - 3.00

Stonburner's Room - 5.85

Smith's room - .25

A. Bradfield's room = 5.45

Castello - 1.00

Castello room - .34

Hill's room - 2.70

(Clemens + Farpeck) Smith room - .50

March 11, 1958

Mrs. William N. Hatch  
Leesburg, Virginia

Dear Mrs. Hatch:

Listed below are more names of individuals  
contributing to the Doris Stefferud Memorial Book Fund:

*Mrs. & Mrs. Chas. Maurice - 5.00*

*Hillsboro School - 3.50*

*Mr. & Mrs. Tom Taylor, Lincoln, Va. - 10.00*

*Colonial Motor Sales - 10.00*

*Mrs. & Mrs. James [unclear] - 10.00*

Very truly yours,

Very truly yours,

*Mrs. & Mrs. A. A. Rowley - 5.00*

Charles S. Monroe  
Principal

Principal

5/9/58  
Mrs. Robert Burton  
10.00

sent card  
to Mrs. Hatch

6/18/58  
5.00  
P. Courne

7/7/58  
6.00  
C. S. Stewart

March 13, 1958

Mrs. William N. Hatch  
Leesburg, Virginia

Dear Mrs. Hatch:

Contributions are still coming in -

Mr. & Mrs. Lester H. Carr *\$100.00*

Mrs. Urcel Bradford - *5.00*

Mrs. & Mrs. Dean R. Wickes - *5.00*

Mr. & Mrs. James F. Bristfield - *10.00*

Very truly yours,

Mr. & Mrs. A. A. Rowberg - *5.00*

Charles S. Monroe  
Principal

March 15, 1958

Mrs. William N. Hatch  
Mrs. William N. Hatch  
Leesburg, Virginia  
Dear Mrs. Hatch:

Dear Mrs. Hatch:

More contributions:

More contributions:

5.00 - Miss Mary C. Nichols, Parcellville  
\$ 10.00

15.00 { Mr. C. R. Roberts  
122 Howard Terr.  
Leon, New Jersey

Very truly yours,

Charles S. Monroe  
Principal

Family  
Parcellville

5.00 - Miss Mary C. Nichols  
5.00 - Miss Mary C. Nichols

When the money was sent  
by the bank along with  
the contribution - we do not  
know whether they are Miss or  
Mrs. or their address -



March 25, 1958  
March 24, 1958

Mrs. William S. Hatch  
Mrs. William N. Hatch  
Leesburg, Virginia  
Dear Mrs. Hatch:  
Dear Mrs. Hatch:

More contributions:

More contributions:

Mr. & Mrs. Roy F. Hendricksen - 10.00

Dr. & Mrs. Kent Roberts, Purcellville  
Washington, D. C.

Dr. & Mrs. Charles Souder, Oak Knoll Farm, Purcellville - 10.00

Ian Whitman in Kincaid  
c/o Mr. Robert Whitman  
Leesburg

- 1.00

Mr. & Mrs. Robert Whitman  
Leesburg

- 10.00

Miss Florence Roberts  
Miss Adelaide Crill  
3900 - 16th Street, N. W.  
Washington, D. C.

- 10.00

Charles S. Monroe  
Principal

Very truly yours,

Charles S. Monroe  
Principal

March 25, 1958

Mrs. William N. Hatch  
Leesburg, Va.

Dear Mrs. Hatch:

More contributions:

Mr. & Mrs. Roy F. Hendrickson  
1870 Wyoming Ave., N. W.  
Washington 5, D. C.

# 12.00

Mrs. Nan Lin Kincaid  
Leesburg, Va.

5.00

Very truly yours,

Charles S. Monroe  
Principal

March 28, 1958

Mrs. William N. Hatch  
Leesburg, Virginia

Re: Contributions - The Doris Stefferud  
Memorial Book Fund

*From*  
*Mr. & Mrs. Samuel B. Bledsoe*  
Mr. & Mrs. Coit MacLean  
Lincoln, Virginia

*10.00*

Mr. & Mrs. Rexford D. Vermilye  
Lincoln, Virginia

*5.00*

We are also attaching a list of 80 names of people contributing from the  
Agriculture Department - Mr. Stefferud sent us the names.

*50.00*

Sincerely,

Charles S. Monroe  
Principal



From

Mrs. Samuel B. Bledsoe

504 A St. N.E.

Washington 3, D.C.

1/23/57 ✓

March 19, 1958

Mrs. Kent Roberts  
Purcellville, Va.

Dear Shirley:

Thank you so much for the contributions - they are really coming in - we now have around \$300.00. Everyone who knew Doris loved her and we surely miss her here.

I am returning the enclosed check from Miss Florence Roberts in the amount of \$10.00 for your endorsement. A self-addressed, stamped envelope is enclosed for your convenience.

Sincerely,

Edna C. Carter

Enclosures

March 19, 1958

Mr. Alfred Stefferud  
Hillsboro, Virginia

Dear Mr. Stefferud:

The enclosed letter from Mrs. Plain is self-explanatory. The book of which she speaks is entitled THE MORGAN DENNIS DOG BOOK. I have the book in my office and await your answer.

Sincerely,

Charles S. Monroe  
Principal

Enclosure

THE  
LOUDOUN NATIONAL BANK  
LEESBURG, VIRGINIA

Make This Your Banking Home

Hillsboro  
school

Memorial 3.50

~~Received~~  
Mrs. Christner - 3.00

Mrs. Crook's room - 1.00

Luck - 1.00

Arison - 1.00

Arison grade - 1.00

Stonburnis room - 3.00

Dear Mr Monroe -

I purposely have waited to send the enclosed small check until we (you or I) heard from Mr. Stefferud, as I did not want our contribution to the School Library to be any influence in Mr. Stefferud's decision on the disposition of the "Dog Book" Greg and I returned to you.

I hope our contribution will serve to help commemorate the dedicated life of Greg's beloved teacher. Wish it were comparative in amount to our feelings!

Thanks so much for your help and consideration.

Today I received from Mr. Stefferud the first letter that ever came to me and he verified in it his wish that Greg keep the book. He must be a truly wonderful person, altho I do not know him personally.

Kindest regards always -

Sincerely

(Mrs.) Mildred Herndon Plain