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**MS 1329  
Tucson Unified School District Records  
1882 – 1963/1997****DESCRIPTION**

This collection consists of primarily ledgers of expenditures but also a few teaching certificates, petitions, and other ephemera detailing the membership of the Tucson Unified School District between the years 1882 and 1963, with the bulk of the collection falling between the years 1901 and 1954. The ledger books give a detailed accounting of expenditures such as salary payments, school construction, equipment purchases, and building and other repairs of the schools. Some ledgers have this data broken down by individual schools. Salary payments often give names of individual teachers, providing a sense of who was employed in what years by the school district. Equipment purchases give an idea of when the schools first received amenities such as electricity, telephones, and chemistry labs, as well as an indication of when individual schools were built. There are additional ledgers containing annual reports and teacher reports, which along with the usual fiscal data contain additional statistical information on teacher and student demographics and attendance. There is also a ledger listing school trustees by district from 1900 to 1909, which along with individual trustees gives boundary locations of each school district and proposed future districts. A warrant book details delinquent accounts on the part of the school district and their dates of eventual payment. The teaching certificates list individual names of teachers working in Arizona between the years of 1882 and 1923. The petitions detail the acquisition of Fort Lowell School by School District #1 and the process of having a class recognized by the school board, specifically a law review course by Chester H. Smith, illustrating the bureaucratic process of having these actions performed by the school district. Other ephemera in the collection include a sample ballot for an election recall, an unprocessed salary voucher, and early textbook listings.

17 Boxes, 23 linear ft.

**ORGANIZATIONAL NOTE**

The Tucson Unified School District was first established in 1867 as Pima County School District #1. The first school was located in a rented house at the northwest corner of Meyer and McCormick streets. Fundraisers were held to construct the first school building in 1875, at the corner of Congress and Sixth Streets. Payments to the school district for their annual operation were made by the county and based on school attendance. To manage these payments, the first school district budget was drafted in 1898. Additional annual funding was provided based on school size by the State of Arizona after its establishment in 1914. Bonds were issued to pay for the continued construction of more schools. This construction reached a boom in the 1950's, with thirty new schools being built. Pima County District #1 officially changed its name to Tucson Unified School District in 1977.

**ACQUISITION**

Donated by Kim Fields as a representative of T.U.S.D. in 2005.

## **ACCESS**

There are no restrictions on access to this collection.

## **COPYRIGHT**

Requests for permission to publish material from this collection should be addressed to the Arizona Historical Society, Tucson, Archives Department.

## **PROCESSING**

The collection was processed by Allison Tinkler in November 2007.

## **BOX AND FOLDER LISTING**

### **Box 1**

- Folder 1: Arizona Territory Teaching Certificates (1882-1889)  
f. 2 Arizona Territory Teaching Certificates (1890-1899)  
f. 3 Arizona Territory Teaching Certificates (1900-1904)  
f. 4 Arizona Territory Teaching Certificates (1905-1907)  
f. 5 Arizona Territory Teaching Certificates (1908-1909)  
f. 6 Arizona Territory Teaching Certificates (1910-1923)  
f. 7 Petition: Include Fort Lowell School in Pima County School District #1 (1948)  
f. 8 Sample Ballot for Recall Election (1957)  
f. 9 Application for Approval of Law Review Course (1946)  
f. 10 Textbook Price Lists and Textbook Record (1918)  
Customer Service Support Letter: CD Textbooks (1997)  
Unprocessed Claim for 1960 Salary Voucher (1996)

### **Box 2**

Annual Reports: (1921-1933)  
Contents: Pupil Statistics (including attendance), Teacher Pay/Training, Fiscal Expenditures, Physical Properties Owned, Transportation Expenditures, and Teacher Statistics.

### **Box 3**

School Attendance Records: (1941-1943)

### **Box 4**

Teacher's Reports: (1933-1941)  
Contains Student Data/Statistics Listed by School

### **Box 5**

Ledger: (1901-1908)

Contains: Fiscal Information broken down by school district.  
Inner pocket contains balance sheets.

**Box 6**

Ledger: (1901-1908)

Contains: Treasurer Reports detailing overall expenditures (salaries, equipment purchases, repairs, etc.).

**Box 7**

Ledger: (1908-1913)

Contains: Treasurer Reports detailing overall expenditures (salaries, equipment purchases, repairs, etc.) Also includes treasurer receipts and letters from county treasurers and school superintendent detailing funding credits.

**Box 8**

Ledger: (1913-1916)

Contains: Treasurer Reports detailing overall expenditures (salaries, equipment purchases, repairs, etc.). Also includes treasurer receipts and letters from county treasurers and school superintendent detailing funding credits.

**Box 9**

Warrants Ledger: (1933-1954)

Contains: Non-payment of accounts due to lack of funds and the dates claims were paid. Also contains one page of retirement non-payment.

**Box 9A**

Ledger: (1939-1953)

Contains: Expenditure summaries for school districts.

**Box 10**

Teacher Salaries: (1940-1941)

Contains: Junior High and Elementary Schools.

Teacher Salaries: (1940-1941)

Contains: High Schools and Overall School Districts.

**Box 11**

Ledger: (1951-1952)

Contains: Overall expenditures (salaries, supplies, repairs) separated by type and school. Schools not identified by name.

**Box 12**

Ledger: (1952-1953)

Contains: Overall expenditures (salaries, supplies, repairs) for “large schools” separated by type and school. Schools not identified by name.

**Box 13**

Ledger: (1952-1953)

Contains: Overall expenditures (salaries, supplies, repairs) for “small schools” separated by type and school. Schools not identified by name.

**Box 14**

Ledger: (1953?-1954?)

Contains: Overall expenditures (salaries, supplies, repairs) separated by type and school. Schools not identified by name.

**Box 15**

School Trustees: (1900-1909)

Contains: lists of school trustees separated by district. Also contains proposed school districts and locations.

**Box 16**

Audit Report: (1954-1959)

Contains: Audit data broken out by school district with separate sections for individual high schools.

**Box 17**

Audit Report: (1961-1963)

Contains: Audit data broken out by school district with separate sections for individual high schools.