

UNITED COMMUNITY SERVICES COLLECTION  
SCHOOL PROGRAM ON COMMUNITY SERVICES DEPT.

Papers, 1927-1969  
(Predominantly, 1948-1965)

11 linear feet

Accession Number 420  
L.C. Number MS

The papers of the United Community Services School Program Division were placed in the Archives of Labor and Urban Affairs in April of 1982 and were opened for research in December of 1986.

Meetings to establish a School Program within the United Community Services began in 1937. The School Program department was designed to acquaint school children with the social problems in the community and the public and private services established to meet those problems. Various media and conferences were developed to communicate information to students and teachers in the Detroit metropolitan area.

The papers of the School Program reflect the efforts of area educators and social agencies to work together to better serve community needs in Wayne, Oakland and Macomb counties in the 1950s and 1960s. The School Program is now defunct.

Subjects covered in the collection are:

Community Activities  
Juvenile Delinquency  
Poverty  
Social Responsibility

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Correspondence, committee minutes, annual reports, memos, financial data, by-laws, statements of purpose, and program development plans.

Series II, Activities, 1938-1967, boxes 6-11:

Correspondence, meeting minutes, and forms of conferences, programs and publications.

Series III, Regional Records, 1927-1967, boxes 11-15:

Meeting minutes, memos, and correspondence of the three county councils in metropolitan Detroit: Macomb, Oakland, and Wayne.

Series IV, Reference Materials, 1945-1969, boxes 16-21:

Directories, pamphlets, reports and handbooks predominantly from agencies other than the United Community Services.

**Non-manuscript Material:**

Photographs relating to exhibits, filmstrips, and conference publicity have been placed in the Archives Audio-Visual Collection.

Series I  
 Administrative Files. 1929-1967  
 Boxes 1-6

Correspondence, minutes of meetings, lists of committee members, annual reports, memos, and plans for coordinating an educational program in Detroit metropolitan schools to teach social responsibility and develop an awareness of community needs and services. The Advisory Committee was made up of administrative representatives from most of the area public and parochial schools. The materials express the opinions, ideas, and concerns of those administrators. Materials are predominantly from 1948 to 1962. Files are arranged alphabetically by subject or type of material, then by date.

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Correspondence, meeting minutes, volunteer forms, notes, preliminary drafts of publications, and teacher's evaluations of publications. The School Program Division's activities consisted of conferences, programs, and the creation of printed and published materials used by more than one school system. Some programs were not initiated by the United Community Services or the School Program, but did involve the School Program in planning and sponsorship. The materials reflect the educational functions of the School Program as well as trends in educational programs. Most of the materials date between 1948 and 1965. Files are arranged alphabetically by subject or type of material, then by date.

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17. Continuing Education of Women Placement Control, 1965
18. Continuing Education of Women Public Relations, Mar 1964-Dec 1965
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22. Cover letter to Lutheran Schools, 29 Aug 1960-4 Oct 1961
23. Culturally Deprived Child Bibliography, 10 Dec 1964
24. Delinquency Control Training Center, Wayne State University, Feb-Mar 1963
25. "Detroit's School Program on Community Services," by Paul T. Rankin, 15 Jul 1959
26. Education in Depressed Areas, "Basic Considerations for Educational Planning for Children in Depressed Urban Areas," 1963

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18. Handbook On Community Services, Oct 1953
19. Handbook On Community Services; Correspondence, 1953-1956
20. Handbook On Community Services; Publicity, 1953
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- 7-8. ; Evaluation, 1957-1958
- 9-14. ; Orders and Distribution, 1957-1960
15. Marygrove Pre-Service, 2 Oct 1964
16. Mental Retardation Report; Orders, Nov-Dec 1967
17. Newsletter, 21 Dec 1948-Jun 1949
18. "Open Letter to Teachers," Mar-Nov 1960
19. Photoquiz, 6 Aug 1948
20. Presentation to Wayne State University class; Correspondence, Aug-Nov 1964
21. Publications Inventory, 27 Dec 1951-1 Mar 1962
- 22-23. "Reaching the Hard to Reach," Dec 1964-Jun 1965
24. Scholarships, 9 Sep 1958-22 May 1962
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- 7-10. Volunteers; Training Course, 1949-1966
11. ; Ford Community Service Awards, Feb 1965
12. ; Individuals, Oct 1953
- 13-17. ; Recruitment Correspondence, 1952-1954
18. "Wanted: Student Volunteer Help," 24 Feb 1953
19. ; Correspondence, 1952-1953
20. "War On Poverty Fact Book," n.d.
21. "Where to Go...for Health, Welfare and Recreation in the Downriver Area," 1956
22. "Youth and the Community;" Correspondence, Feb-May 1953



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Series III  
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Minutes of meetings, memos, and correspondence of the three regional School Program areas in Metropolitan Detroit: Macomb, Oakland, and Wayne Counties. Although they all had similar programs and were coordinated by the same School program staff, each had its own members, minutes, and problems. On 11 June 1943 the Wyondotte-Trenton branch and two other Wayne County councils agreed to consolidate into one Downriver Council. Of the three, only the Wyondotte-Trenton files are included in this series, and are labeled as Downriver Council files. Materials are predominantly from 1956-1967. Files are arranged alphabetically by subject or type of material, then by date.

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- 8. ; School-Social Agency Conference, Expenses, May-Oct 1959
- 9. ; School-Social Agency Conference, Final Report, 20 Nov 1962
- 10-11. ; School-Social Agency Conference, Lists, 1958-1960
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8. ; South Oakland County, United Fund Annual  
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9. ; South Oakland County, 1950-1961
10. ; Steering Committee, 12 May 1961
11. Wayne; Detroit, Jefferson-Chalmers Seminar,  
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13. ; Detroit School-Community Behavior Project,  
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- 25. ; Downriver Annual Meeting Announcement, 1956-1960
- 26. ; Downriver Correspondence, 1954-1962

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- 1-4. Wayne; Downriver, Minutes, 1956-1957
- 5. ; Downriver Digest, Newsletter, Mar 1955-May 1957
- 6-11. ; Downriver, Minutes, 1958-1960
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- 13. ; Downriver, Adult Education Study, Mar 1962
- 14. ; Downriver, School-Social Agency Conference, Correspondence, Aug-Nov 1961
- 15. ; Downriver, School-Social Agency Conference, Plans, Aug 1961
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- 22. ; West Wayne County Planning Correspondence, Aug 1960-Mar 1962
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Series IV  
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Pamphlets, fliers, reports of studies, conference reports, and handbooks, predominantly from agencies other than United Community Services, and mainly dating from 1957-1967. Includes materials which provided the School Program staff with information about other social agencies and programs, but some materials were simply brought back from staff attended conferences. Files are arranged alphabetically by subject or type of materials.

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2. Big Brothers of Oakland County, n.d.
3. Boston Bulletin, Jul-Aug 1954
4. Camp Ta-Ho-Mee for Boys, Atlanta, Mich., pamphlet, n.d.
5. Catholic Social Services of Oakland County, 1957-1960
6. Centerline Public Schools Newsletter, Mar 1967
7. Children's Books to Enrich the Social Studies, 1961
8. Citizenship for Boys and Girls, 1953
9. City of Detroit Greenleigh Report, Study of Services to Deal With Poverty in Detroit, Michigan, 1965
10. Children's Center of Wayne County, Annual Report, 1963
- 11-14. Citizens Conference on Education, 1957-1959
15. Community Activities and Community Calendar, University of Michigan, 1951 and 1953
16. Community Services Curriculum, n.d.
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- 21. ; Superintendent's Annual Reports,  
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- 1. Directory of School Administration and Personnel,  
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- 5. Ecorse High School Student Handbook, n.d.
- 6. Educational Materials Laboratory Report, Mar-Dec 1963
- 7. Educational Materials Laboratory Reports and Free  
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- 8. Elementary Teachers Guide to Free Curriculum  
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- 9. Family Service of Oakland County, n.d.
- 10. Film Promotion Pamphlets; Outside Agency, n.d.
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- 12. Foster Parents, n.d.
- 13. Friends School in Detroit, [c. 1960's]
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- 20. Handbook of Federal Aids to Communities, 1961
- 21. Health Appraisal of School Children, 1961
- 22. High School Drop Out Rates for Detroit Area Public  
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- 23. Idea of the Month, Aug 1949
- 24. "An Inquiry Regarding School Programs," 29 Aug 1945
- 25. Jr. League Magazine; "Do You Know Where You Are?,"  
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9. Michigan Governor's Commission on the Status of Women, 1965
10. Michigan Social Studies Primary Unit Materials, 28 Mar 1966
11. Michigan Technical Assistance Project, 18 Jul 1966
12. Michigan Week - Youth Day, 27 May 1967
13. Moral and Spiritual Education in Home, School, Community, 1953
- 14-15. National Dairy Council Conference; Presentation Cards, [c.1960's]
- 16-17. ; Notes, [c.1960's]
18. , 1959-1965
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10. Social Worker's Forum, 5 Apr 1963
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14. Teacher's Guide; Social Studies, 1959
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17. Teacher's Guide to Social Services Resources, Apr 1965
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24. United Community Services Detroit Area; Pamphlet, 1951-1957 1951-1957
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26. United Community Services Detroit Area; Pamphlet, Women's Committee Annual Report, 1965
27. United Community Services Detroit Area; Annual Report, [c.1965]
28. United Community Services Detroit Area; Social Rating, 1965

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13. Urban Education Studies, 1966
14. Utilization of Personnel in Social Work, Feb 1962
15. Visiting Teacher; Pamphlet, 1962-1963
16. Volunteers In Service To America (VISTA); pamphlet, [c. 1964]
17. Warren Consolidated Schools; pamphlet, [c.1958-1967]
18. Waterford Comunity Center; pamphlet, 1960
19. Wayne County Community Survey, Feb-Apr 1948
- 20-21. Wayne County Directory, 1962-1963
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- 23-24. Wayne County Special Services Directories, 1960-1961
25. White House Conference On Children and Youth; Correspondence, 1950-1959
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