This collection consists of primarily published items pertaining to different types of non-public schools in the Kansas City area.

**Descriptive Summary**

**Creator:** Artificial collection  
**Title:** Local schools collection  
**Dates:** circa 1910-1960, bulk circa 1920-1940  
**Size:** 3 boxes  
**Location:** SC8-2

**Administrative Information**

**Restrictions on access:** Unrestricted access.

**Acquisition information:** Items acquired by library over a period of years.

**Custodial history:** Most of the school publications in this collection were transferred in 1991 from the department's regular vertical files. The collection is added to as additional publications become available.

**Citation:** Local schools collection (SC8-2), Missouri Valley Special Collections, Kansas City Public Library, Kansas City, Missouri.

**Collection Description**

**Biographical/Historical note**

At some point in the early 1990s, the department's vertical files for local clubs and local schools were placed in special collections and given the SC8 designation. They were named the Specialized Subject Pamphlets & Ephemeral Collection. At that point there were other pamphlets in this category including the Missouri Imprints Collection. All but the local clubs and local schools were later cataloged and classed into the department's pamphlet (PF) designation.

The local clubs are found in SC8-1 and the Local Schools in SC8-2. As these folders were processed, items that could be classed were pulled and classed either into the pamphlets or into the regular book collection.

**Scope and content note**

This collection includes such things as brochures, class schedules, advertisements, correspondence, etc. The folders are arranged in alphabetical order according to school name.

There is a wide range of schools represented in this collection. They include business schools, private prep schools and kindergartens, aviation schools, dramatic schools, vocational schools, etc. It should be noted that various school publications may also be found in the classed section of the department's holdings. Some may be found in both.
Placed at the beginning of this collection is a typewritten list of secondary or above level schools that were located in the vicinity of Kansas City and in the western part of the state of Missouri. This list also includes the state of Kansas. The list is undated but appears to be done ca1900-1920 and it lists a total of 55 schools.

The inventory for this collection lists the following items: location (only listed as found on items in the folder), purpose, and contents of folder. There must have been an effort by librarians of the Kansas City Public Library in the 1930s-40s to contact as many schools as possible in the city and request information that could be placed in the library.

**Collection Inventory**

**Folder Inventory of Schools**

**Aiken School for Boys** (Private, Prep School)
Location: 3801 Walnut Street, Kansas City, Missouri
Purpose: To prepare boys for the last two years at an Eastern Boarding School
Contents: 4 fold brochure (2c.) listing faculty, courses, general information including a photo of the school.

**Altick Reading and Educational Service** (Reading School)
Location: 204 Balcony Bldg., 300 W. 47th St., Kansas City, Missouri
Purpose: To improve reading skills
Contents: Two brochures, photocopied reprint from Kansas City Journal, 8/10/39, written by Tom Collins, concerning Mr. Altick.

**American Academy of Accountancy** (Accounting Organization)
Location: 950 Dierks Bldg, Kansas City, Missouri, regional office
Purpose: Organization for instruction, education and research in accountancy
Contents: Catalogue(National), 1939

**American Auction College, Inc.** SEE Missouri Auction School

**American Institute of Grapho-Analysis** (Handwriting analysis)
Location: Reliance Building, Kansas City, Missouri
Purpose: Courses offered in the analysis of handwriting
Contents: Copy of personal satisfaction guarantee, membership application, contents of course, The Grapho-Analyst, v.6, November, 1936, and correspondence.

**American Poultry School**
Location: Kansas City, Missouri
Purpose: Courses for poultry raisers
Contents: Newsletter type flyers advertising school and giving course listing, ca1920s.

**Arnold-Thomas School**
Location: 20 Hunter Avenue, Kansas City, Missouri
Purpose: To offer to girls a continuous course of study from the elementary through academic or college preparatory work. A successor to Miss Bigelow’s school.
Contents: Small publication on school, 1908-1909

**Belin Memorial University**
Location: Chillicothe, Missouri. Successor to Chillicothe Business College
Purpose: College level offerings with Pentecostal Christian Education Offerings
Contents: 2 advertising pieces with photographs

**Bennett Flying School**
Location: 223 W. 12th St., Kansas City, Mo. (Main Office)
Purpose: Training for a limited commercial license
Contents: Flyers, mimeographed information on school

**Miss Bigelow’s School**
Location: 3729 Baltimore Avenue, Kansas City, Missouri
Purpose: Academic preparatory, college preparatory and academic courses
Contents: Informative publication concerning the school, 1924-25, 2c.

**Blackfriars Little Theatre**
Location: 3535 Warwick, Kansas City, Missouri
Purpose: Theater group
Contents: First Annual Summer Workshop course offerings pamphlet

**Bo-Ho-Ca Boarding School**
Location: On the Big Blue River, 8 miles south of Kansas City, conducted by The Juvenile Improvement Club
Purpose: Camp school for boys age 9-14 who must live in a boarding school
Contents: 2 different copies of an informative pamphlet, includes photos

**Georgia Brown Dramatic School**
Location: 3212 Troost Ave.; 800 E. Armour Blvd., Kansas City, Missouri
Purpose: To teach children the fundamentals of dramatic art, grace, personality, expression and self-confidence.
Contents: Promotional pamphlets, 1921-ca1927

**Richard Burton Schools**
Location: Minneapolis, Minn.
Purpose: Classes in creative writing
Contents: 2 different flyers advertising school and course offerings

**Caster’s Beauty Academy**
Location: 1008-0 Walnut Street, Kansas City, Missouri
Purpose: To train beauticians
Contents: 1 page mimeographed sheet on school

**Casualty and Surety Institute of Kansas City**
Location: Classroom – Municipal Auditorium, Room 401
Purpose: Classes to increase knowledge of casualty insurance
Contents: Mimeographed 8 p. prospectus, 1938-39

**Children’s Educational Play School**
Location: North-East School at Gladstone Hall, St. John and Elmwood Kansas City, Missouri
Purpose: Symmetrical, mental, moral and physical development
Contents: Brochure, n.d.

**Conservation College**
Location: Iberia, Missouri in the Ozarks
Purpose: School for men and women of the Ozarks to know their environment.
Contents: Large promotional pamphlet, n.d.
Curtiss Flying Service
Location: President Hotel and Fairfax Airport
Purpose: Ground school training in aviation
Contents: Promotional pamphlets, brochures, flyers, etc. ca1930

Dickinson Secretarial Schools
Location: Altman Building, 11th and Walnut; McMillen Bldg., 11th & Locust
Purpose: To offer business and secretarial training
Contents: Promotional brochures and handouts, 1930s and 1940s

Dilley Aircraft Corporation, Inc.
Location: Fairfax Airport, Kansas City, Kansas
Purpose: Ground training school in aviation
Contents: Promotional materials, newsletter (Dilley's In-Formation), September 27, 1940

Dobbins School of Positive Thinking
Location: 116 Midland Building, 13th & Baltimore, Kansas City, Missouri
Purpose: To teach a system of positive education
Contents: Pamphlet – “A New Method of Procedure”, c1928

H. L. Drake School of the Theatre and Public Address and Associated Speech Arts
Location: 408 E. 11th Street, Kansas City, Missouri
Purpose: Courses for public speaking, acting, play reviewing, oral reading, etc.
Contents: 3 fold promotional pamphlet, 3c., 1932-33

Epworth School
Location: Webster Groves, Missouri – Methodist Church-Women’s Division of Christian Service.
Purpose: To help unadjusted teen-age girls
Contents: Promotional pamphlet, n.d.

Experimental School of Kansas City, Missouri
Location: Unknown
Purpose: Unable to determine by content of material
Contents: Typed outlines of study for various subjects

Fairfax Aviation School
Location: Fairfax Airport, Kansas City, Kansas
Purpose: Aviation training
Contents: Promotional flyers and brochures, ca1940. One brochure includes photos and listing of faculty and officers

Norman Feather Commercial Art Studio
Location: 1114 McGee Street, Kansas City, Missouri
Purpose: Practical instruction in commercial art, theatre lobby display and cartooning
Contents: Promotional course outline brochure, ca1934

First National Television, Inc. (Training Division)
Location: Power and Light Building, 106 W. 14th Street, Kansas City, Mo.
Purpose: Intensive training in the science of radio, television, electronics, photo-electricity, and international regulations
Contents: Miscellaneous material including brochures, flyers, newsletter reprint, etc., ca1935
Froebel Kindergarten Training School  
Location: YMCA Building, 1020 McGee, and Studio Building, 9th and Locust, Kansas City, Missouri  
Purpose: Train kindergarten teachers  
Contents: Promotional course pamphlets, 1914-1919, Elizabeth Moss Play School and Nursery opening announcement

Jane Hayes Gates Institute  
Location: 1920 Independence Blvd., Kansas City, Missouri  
Purpose: A public trade school for girls  

Art Goebel School of Flying  
Location: Kansas City, Missouri  
Purpose: Instruction in aviation and ground training  
Contents: Stapled, typed, 23p., course of study outline, June 15, 1929

Grand Avenue Temple-Community Business Service Department  
Location: 9th and Grand, Kansas City, Missouri  
Purpose: Business training course  
Contents: Promotional brochure listing topics, etc. with picture, 1923

Hillcrest Day School  
Location: 7444 State Line, Kansas City, Missouri  
Purpose: A Christian Scientist school for children  
Contents: Promotional brochures and pamphlets including those for Camp Hillcrest, 1930s

Miss Houston’s School for Boys and Girls  
Location: 801 West 75th Street and other locations  
Purpose: Co-educational School for children primarily from kindergarten to 3rd grade  
Contents: Promotional pamphlets and brochures, 1921-1933

Huff College  
Location: 920 Tracy and 320 W. 47th Street, Kansas City, Missouri  
Purpose: A professional school of business training  
Contents: Course work catalog, ca1940

Human Engineering Laboratory  
Location: 911 Fidelity Bldg., 9th and Walnut, Kansas City, Missouri  
Purpose: To discover what kind of work one is best suited for  
Contents: Pamphlet announcing opening of school, Nov.1, 1938

International School of Orthodontia, Inc  
Location: 508 Commerce Building, Kansas City, Missouri  
215 Tower Building, Country Club Plaza, Kansas City, Missouri  
Purpose: For dentists wanting post-graduate instructions in orthodontia  
Contents: Pamphlet introducing next session, 1922; promotional flyer, 1930; correspondence indicating sessions to be offered, 1938-41

Kansas City Advertising Club School (Salesmanship & Business Psychology School)  
Location: Hotel President  
Purpose: Business/sales course  
Contents: Promotional 3 fold flyer, n.d.
Kansas City Legal Institute (Kansas City Law Institute)  
Location: Kansas City, Missouri, Little Theatre at Municipal Auditorium  
Purpose: Course/lectures on legal topics  
Contents: Course outlines pamphlets, 1938; paper defining legal institutes in 1938 in Kansas City

Kansas City Institute of Sciences  
Location: 3400A Troost Avenue, Kansas City, Missouri  
Purpose: Offers classes on a range of topics  

Kansas City Power and Light (Night School)  
Location: Kansas City, Missouri  
Purpose: Classes offered in relation to the company and employee benefit  
Contents: Brochures with course listings, 1938-39 and 1941-42

Kansas City School of Accountancy, Law and Finance  
Location: Gordon and Koppel Building, Kansas City, Missouri  
Purpose: To train persons who plan to take state CPA exams  
Contents: Informative brochures with class schedules, 1922-1928

Kansas City School of Commerce  
Location: 1005 Walnut Street; 10th and Troost, Kansas City, Missouri  
Purpose: College grade training in business pursuits, civic leadership, and public service (Affiliated with Chamber of Commerce, 1922- )  
Contents: Class announcement publications, 1922-23, 1927-28

Kansas City School of Engineering  
Location: Room 222, Union Station  
Purpose: Training of young men for positions in fields of engineering and Development  
Contents: Course offering publication, ca1930s

Kansas City School of Lip Reading  
Location: 405 New York Life Building, Baltimore and 9th St;, 600 Dwight Bldg, 1004 Baltimore, Kansas City, Missouri  
Purpose: To teach lip reading to the deaf  
Contents: Various informative pamphlets and card of Mrs. Verna Owen Randal, Principal, ca1925-30.

Kansas City School of Plumbing  
Location: N.E. corner 21st and Troost, Kansas City, Missouri  
Purpose: To teach the plumbing trade  
Contents: Promotional 3 page publication, ca1925

Kansas City School of Religious Education  
Location: YMCA Building, 10th and Oak, Kansas City, Missouri  
Purpose: For teachers of Bible, Religious workers, Bible students, etc.  
Contents: Promotional pamphlets and flyers that include class schedules, 1922-1942

Kansas City School of Social Service  
Location: Classes held in Public Library  
Purpose: Classes under the auspices of the Board of Public Welfare  
Contents: Class announcements, 1915-16 and 1916-17
Kansas City School of Watchmaking
Location: 1224 Admiral Boulevard, Kansas City, Missouri
Purpose: Complete courses in watchmaking, jewelry, engraving, repair
Contents: Loose information sheets, 1956, and Bulletin, V.2#2, 1957

Kansas City Short Term Business School
Location: 315-22 Gloyd Building, 921 Walnut, Kansas City, Missouri
Purpose: Classes on speedwriting and speedtyping (shorthand)
Contents: Informative pamphlet, c1939

Kansas City University of Physicians and Surgeons
Location: 729 Troost Avenue, Kansas City, Missouri
Purpose: Train physicians
Contents: Bulletin, v.13,#4, March, 1926

Kansas City Veterinary College
Location: Various places, Kansas City, Missouri
Purpose: Train veterinarians

Keister College
Location: 208 Altman Building, 11th and Walnut, Kansas City, Missouri
Purpose: A designing, tailoring and dressmaking school
Contents: Informative, promotional brochure, ca1939-40

Kinder Kraft School
Location: 16 E. 45th; 8444 Wornall Road, Kansas City, Missouri
Purpose: Foundation school for boys and girls, including preschool groups and primary grades.
Contents: Miscellaneous brochures, postcards, application form, program, and mimeographed general information sheets, ca1930s-50s

Liberty Aircraft Schools
Location: 1915-25 Broadway, Kansas City, Missouri
Purpose: To prepare people for field and factory positions
Contents: Informative postcard, n.d.

Linotype-Intertype Trade School
Location: 214 E. 14th Street, Kansas City, Missouri
Purpose: To train linotype operators
Contents: Informative brochure, letter to library, 1941

Midland Bible School
Location: 2731 Troost, Kansas City, Missouri
Purpose: For the training of a Bible-teaching ministry
Contents: Information pamphlet and 1 sheet flyer, ca1921

Midwest School of Card Writing and Window Trimming
Location: Midwest Building, 8th and Walnut, Kansas City, Missouri
Purpose: To train in card writing and window trimming and needs of these professions
Contents: Midwest School News, v.1, Spring and Summer, 1921

Midwest School of Hotel and Apartment Training
Location: Lyndhurst Hotel, Hyde Park at 40th, Kansas City, Missouri
Purpose: To manage apartment houses and hotels  
Contents: Pamphlet, ca1930, 3 c.

**Missouri Auction School (renamed American Auction College, Inc.)**  
Location: 818 Walnut, Kansas City, Missouri  
Purpose: Training to be auctioneers  
Contents: Page from National Petroleum News, 3-1-22 that features Col. E. Walters a graduate of the school, promotional flyer, and informative handouts.

**Missouri College of Pharmacy and Chemistry**  
Location: 2801 Troost Avenue, Kansas City, Missouri  
Purpose: To train pharmacists  
Contents: 1936-37 official catalog and bulletin, application for admission form

**Mothers' Training School Institute**  
Location: 2906 Campbell Street, Kansas City, Missouri  
Purpose: Lectures on child courses and crafts  
Contents: Small flyer, 1918

**National College of Millinery** SEE Pearson's National College of Millinery

**National Institute of Personnel Management**  
Location: Shukert Building, Kansas City, Missouri  
Purpose: To promote the advancement of personnel principles through science, education, service  
Contents: Brochure, 1946; letter and invitation

**National School of Instruction in Apartment House Management**  
Location: 412 Scarritt Arcade, 819 Walnut, Kansas City, Missouri  
Purpose: Train for apartment house management  
Contents: Promotional brochures, n.d.

**National Training Institute**  
Location: Kansas City, Missouri  
Purpose: Training in hotel/apartment positions including managers, hostess, clerk, housekeeper, etc.  
Contents: Enrollment application sheets, flyer, mimeographed information sheets

**Notre Dame de Sion**  
Location: 3823 Locust, Kansas City, Missouri  
Purpose: Catholic girls school  
Contents: Illustrated fold-out brochure, ca1940; application sheets

**Louise O'Flynn Ballet School**  
Location: 3542 Main Street, Kansas City, Missouri  
Purpose: Teach ballet and dance  
Contents: Postal mailing, 1924

**Pembroke School (Pembroke-Country Day School)**  
Location: 7444 State Line Road, 51st and Ward Parkway, Kansas City, Missouri  
Purpose: Private boys school  
Contents: Numerous pamphlets/brochures on the school and summer activities, ca1920s-50s.

**Patrick School of Millinery and Design**  
Location: 2700 Independence Avenue, Kansas City, Missouri
Purpose: Train for millinery business
Contents: Illustrated pamphlet containing information about the school, ca1920s

Pearson's National College of Millinery
Location: Kansas City, Missouri
Purpose: To teach by mail the art of hat design and making
Contents: Pamphlet on school, 1908; page containing testimonials, letter

Peoples College and World League of Christian Faith
Location: 15 Westover Arcade Building, 31st and Troost, Kansas City, Missouri
Purpose: High school, college subjects on various fields of study
Contents: The Peoples College News, V. 1#2; the People's Voice, v.15,#6, June, 1928, and typed testimonials of the school

Dorothy Perkins Studio of Dancing and Its Related Arts
Location: Armour Boulevard at Main; Uptown Theater Building, Kansas City, Missouri
Purpose: To teach dancing and expression
Contents: Pamphlet on school, ca1928; invitation for classes,1931-32; post card

Porterfield Flying School, Inc. (American Eagle Aircraft Corporation)
Location: 2800 E. 13th Street, Kansas City, Missouri
Purpose: To be able to do aircraft factory work, pilots, mechanics, etc.
Contents: Illustrated pamphlet on the school, ca1930; flyer on sheet metal training , n.d.

Phil. M. Ragan School
Location: 2504 Grand Avenue, Kansas City, Missouri
Purpose: Automobile training including storage batteries and electrical trouble Shooting
Contents: Catalog of the school, n.d.

Ransomerian School-Department of Geology
Location: 1222-28 Oak Street, Kansas City, Missouri
Purpose: Training in oil geology
Contents: Informational illustrated pamphlet, n.d., ca1910-20

Rockhill Progressive Pre-School and Kindergarten
Location: 4730 Oak, Kansas City, Missouri
Purpose: Preschool for Protestant children age 2-6 years
Contents: 1 sheet typed flyer giving tuition, purpose of school, etc.

Rockhurst College
Location: 5225 Troost Avenue, Kansas City, Missouri
Purpose: Catholic Jesuit sponsored private college
Contents: Two folders containing a wide assortment of material including lecture series brochures, invitations, programs, reports, etc.

St. Teresa's Academy/College/Junior College
Location: 57th and Main Street, Kansas City, Missouri
Purpose: Catholic sponsored boarding and day school for girls
Contents: Program, brochure on uniforms available from Emery Bird Thayer, list of items on exhibit during the centennial of the school, and Dept. of Romance Languages and Literature brochure

Schreiber Institute of Refrigeration
Location: 902 Westport Road and 330 E. 31st Street, Kansas City, Missouri
Purpose: Course work in refrigeration and air conditioning
Contents: Brochures on the school, ca1930s-40s and letter to library, 1945

**Shuey System of Character Analysis**
Location: 3527 Main Street, Kansas City, Missouri
Purpose: To teach correct vocation and recognize strengths and weaknesses
Contents: Brochure which contains photograph of Grace Usher Shuey, [1924]

**Southwest School of Expression**
Location: 317 Shubert Theatre Building, Kansas City, Missouri
Purpose: Training in the spoken word
Contents: Three fold brochure listing courses of study including boys and girls travel course and children’s classes, n.d.

**Dorothea Spaeth School of Modern Dance**
Location: 3801 Warwick Boulevard and 320 E. 43rd Street, Kansas City, Missouri
Purpose: To teach dance to adults and children
Contents: Information brochures and flyer, ca1930s

**Spalding’s Commercial College**
Location: 3208 Troost, Kansas City, Missouri
Purpose: Business school courses/secretarial training
Contents: Informational brochure, n.d. [ca1930]

**Stevinson Automotive and Electrical School**
Location: 2008 Main Street, Kansas City, Missouri
Purpose: Courses in automotive, electrical and aviation motor mechanics
Contents: Large illustrated pamphlet, ca1930

**Sunset Hill School**
Location: 51st and Wornall, Kansas City, Missouri
Purpose: Private, country day school for girls, including a nursery school, elementary, junior high, and high school
Contents: Various sizes brochures/announcements, 1922-1935

**Talmud Torah Sh’erith Israel D’Iubawitz Hebrew School**
Location: Kansas City, Missouri
Purpose: Hebrew school
Contents: Pamphlet entitled Bickurim [First Fruit]. First annual of the graduation classes of the school, 1927

**Tea Room Craft, School of**
Location: “The Garrett”, Broadway at 36th Street, Kansas City, Missouri
Purpose: Tea room management classes
Contents: Brochures, ca1923

**Tempelman School of Hair and Beauty Culture**
Location: 1111 Grand Avenue, Suite 304, Kansas City, Missouri
Purpose: Courses in hair and beauty culture
Contents: Brochure on school (ca1940s), flyers, application forms

**Miss Helen S. Thomes Dance School**
Location: 113 Westport Avenue, Kansas City, Missouri
Purpose: Classes in all different kinds of dance
Contents: Informative illustrated pamphlet giving class schedules, tuition, etc. [1929]
Traffic Institute of Kansas City (Sponsored by Traffic Club of Kansas City, affiliated with the Kansas City School of Commerce)
Location: Gordon-Koppel Building, Kansas City, Missouri
Purpose: To instruct in the interpretation and application of freight tariffs and classifications and practice before the Interstate Commerce Commission

Unity School of Christianity (Two folders)
Location: 9th Street and Tracy, Kansas City, Missouri and Unity Village, Missouri (Lee’s Summit)
Purpose: Non-denominational Christian teaching ministry
Contents: Miscellaneous items including brochures, folders, flyers, publications, etc., ca1923-1989

Universal Business Institute
Location: 500 West 39th Street
Purpose: To offer success business training
Contents: Illustrated brochure on school with class offering, etc., ca1940-50

Universal Television System
Location: 1029 E. 31st St. at Troost Ave., Kansas City, Missouri
Purpose: Training in television technology
Contents: Miscellaneous material including applications, brochures, flyers, etc., ca1950

University of Drugless Therapy
Location: 529 Altman Building, Kansas City, Missouri
Purpose: Training in chiropractic practices
Contents: Brochure that gives schedule of classes, information, n.d.

Wee Modern Nursery Center
Location: 4 East Armour, Kansas City, Missouri
Purpose: Offers professional nursemaid care of babies by the hour
Contents: 5 copies of a small 1 page advertisement

Western College of Chiropractic
Location: 1855 Independence Avenue, Kansas City, Missouri
Purpose: To train professionals in chiropractic
Contents: Brochure, n.d.

Williams Institute of Mortuary Science, Inc.
Location: 619 Ann Ave., Kansas City, Kansas
Purpose: To train morticians
Contents: Brochure, application, and class schedule, n.d.

Processed by Special Collections Librarian Sara Nyman, 2000-2001.