

**The Isabel McNeill Carley Library:
Archive of the American Orff-Schulwerk Association,
1968-**

ON DEPOSIT

Ruth T. Watanabe Special Collections
Sibley Music Library, Eastman School of Music

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DESCRIPTION OF THE COLLECTION

The Isabel McNeill Carley Library: Archive of the American Orff-Schulwerk Association (1968-)

Shelf location: CAGE 1,1 —

Physical extent: 72 linear feet

Historical Sketch

The work of German composer and educational theorist Carl Orff (1895-1982) has profoundly influenced the principles and practice of elementary music education throughout the world. Central to Orff's philosophy was an emphasis on the correlation of music and movement, a notion fostered during his work with Mary Wigman, who had been a pupil of composer and pedagogue Emile Jaques-Dalcroze (1865-1950). In 1923 Orff met Dorothee Günther, who envisioned the founding of a school for movement, dance, and rhythmic training; in 1924 Orff and Günther co-founded such a school, the Güntherschule (Munich). There pupils underwent coordinated instruction in music, gymnastics, and dance; in addition, they learned to improvise using a variety of percussion instruments which Orff modelled on the barred instruments of the Indonesian gamelan. Orff's work at the Güntherschule marked the beginning of what today we know as the Orff-Schulwerk.

Orff-Schulwerk is an activity-oriented approach to teaching and learning music, incorporating several forms of creative play: singing, speaking and chanting, instrumental playing, expressive movement, reading and writing music, dancing, and improvisation. The approach is predicated on a comprehensive philosophy of teaching, aiming to educate the whole child by appealing to more facets than instrumental playing alone. Moreover, the approach is informed by the assumption that no child is completely unmusical, and that all children can, given suitable training, develop musical facility and can contribute according to his or her ability.

The U.S.-based arm of the worldwide Orff-Schulwerk movement, The American Orff-Schulwerk Association is a professional organization of music and movement educators, dedicated to the creative teaching approach developed by Orff and his collaborator Gunild Keetman. The Association's mission is trifold: to demonstrate the Orff-Schulwerk's value, and to promote its widespread use; to support the professional development of AOSA members; and to provide a forum for the Schulwerk's continued growth and development reflecting the diversity in contemporary U.S. society. Uniting the AOSA members is the belief that learning about music should be an active and joyful experience.

The AOSA was founded after the First International Symposium on Orff-Schulwerk in the U.S. was held at Ball State University (Muncie, Indiana) in May, 1967. A steering

committee met in Muncie in May, 1968 to plan the first Midwestern Convocation on Orff-Schulwerk, and to develop a professional national association to further the movement. The formal constitution and by-laws of the nascent Orff-Schulwerk Association (OSA) were adopted in October, 1968, and the first issue of the association's official bulletin, *The Orff Echo*, was published in the following month. The OSA's first annual conference was held in Bellflower, California in April, 1969. In 1970, the association changed its name to the American Orff-Schulwerk Association (AOSA).

The AOSA's archive is named in honor of Isabel McNeill Carley, a founding member of the AOSA and a former editor of *The Orff Echo* for 15 years. In addition to teaching in private studio, workshops, schools, and in universities, Ms. Carley has published more than two dozen books. She was also the first American/Honor graduate of the Orff Institute in Salzburg, Austria.

Provenance

The Isabel McNeill Carley Library constitutes the archive of the American Orff-Schulwerk Association, and as such, serves as the repository of the AOSA's administrative and historical papers. The archive was officially initiated in 1987; from that year until 2001 the collection was housed at the University of Arizona. It was then placed on deposit at the Sibley Music Library in December, 2001. The documents filed in boxes 1 through 21 were received in December, 2001 from the University of Arizona, where they had been processed and maintained for use. The documents filed in boxes 22 through 39 were received from the executive leadership of the AOSA (Cleveland, Ohio) in January, 2002. The documents filed in boxes 40-45 were received in the spring of 2004 and were also from the AOSA's executive headquarters.

Scope and content

In addition to serving as the repository of the AOSA's papers, this archive contains a vast amount of diverse information and records that serve a wide range of research purposes. The holdings outline the administrative history of the American Orff-Schulwerk Association as well as offer numerous published and unpublished articles, dissertations, abstracts, and musical examples on the subjects of activities and the philosophy of this non-profit music education organization and its members. In addition to AOSA- and Orff-Schulwerk-specific materials, the Isabel McNeill Carley Library also contains information, correspondence, and materials from joint activities between the AOSA and organizations such as the Organization of American Kodály Educators (OAKE); the International Society of Music Educators (ISME); Music Educators National Conference (MENC); Carl Orff Canada; the Dalcroze Society of America; the National Music Council (NMC); and the American Recorder Society (ARS).

The large volume of interrelated yet distinct subjects of materials housed in this archive made it necessary to create an arrangement of series that adequately described the contents as well as grouped them with related subjects so as to create a logical and helpful order. For

example, documents related to the AOSA's annual national conferences are found in both Series 5, Administrative Records, as well as in a separate series, Series 4, since some documents pertain to administrative concerns of the conferences while others are programs and related materials created from the annual conferences.

Restrictions on use

There are no restrictions on use of the collection, other than those imposed by the U.S. Copyright Law and its revisions (1976) on original writings (both manuscript and published). Requests for photocopies of documents should be directed to the Special Collections Librarian of the Sibley Music Library.

Associations

Numerous items pertaining to the Orff-Schulwerk method and the Jaques-Dalcroze method are shelved in the general (circulating) collection of the Sibley Music Library.

DESCRIPTION OF SERIES

The Isabel McNeill Carley Library is organized into five series, further subdivided as described below.

Series 2, Supplemental Files, was originated with the apparent intention of providing a repository for reference materials, in addition to documents originally in the possession of Isabel McNeill Carley.

Arrangement by series

Series 1: Audio-Visual Materials

- subseries 1, photographs and drawings
- subseries 2, sound recordings
- subseries 3, video media
- subseries 4, computer diskettes

Series 2: Supplemental Files

- subseries 1, on the history and development of Orff-Schulwerk and the AOSA
- subseries 2, speeches and personal correspondence of Orff-Schulwerk founders and pedagogues
- subseries 3, articles, papers, dissertations, and other publications
- subseries 4, elementary to adult Orff-Schulwerk music education projects
 - sub-subseries a: early childhood music education programs
 - sub-subseries b: ESEA title III project
 - sub-subseries c: Orff-Schulwerk certification and other adult programs
- subseries 5, Isabel McNeill Carley
 - sub-subseries a: Isabel McNeill Carley Library files
 - sub-subseries b: personal papers
 - sub-subseries c: publications
- subseries 6, musical works

Series 3: Publications

- subseries 1, *The Orff Echo*
- subseries 2, *Supplement*
- subseries 3, *Orff-Schulwerk Informationen*
- subseries 4, membership directories
- subseries 5, miscellaneous Orff publications

Series 4: Conference Notebooks and Programs

Series 5: Administrative Records

- subseries 1, constitution and by-laws
- subseries 2, Executive Board
 - sub-subseries a: minutes
 - sub-subseries b: correspondence
 - sub-subseries c: conference-related
- subseries 3, Advisory Board
- subseries 4, National Board of Trustees
- subseries 5, Editorial Board
- subseries 6, Secretaries'
 - sub-subseries a: notebooks
 - sub-subseries b: official and personal papers
 - sub-subseries c: minutes
- subseries 7, Presidents'
 - sub-subseries a: notebooks
 - sub-subseries b: official and personal papers
- subseries 8, Treasurer
- subseries 9, Nominating Committee
- subseries 10, Research Committee
 - sub-subseries a: correspondence and other documents
 - sub-subseries b: grant proposals
- subseries 11, projects
- subseries 12, financial statements
- subseries 13, Membership Committee
- subseries 14, other committees
- subseries 15, administrative reports
- subseries 16, scholarships and funds

INVENTORY

Series 1: Audio-Visual Materials

subseries 1: photographs and drawings

Box 1

- folder 1 Photographs: subjects include Carl Orff, Gunild Keetman, and Lieselotte Orff (8 black and white (B&W) images). Gift of Joachim Matthesius.
- folder 2 Photographs: subjects include American Orff-Schulwerk Association (AOSA) conferences; demonstrations; board meetings; publicity photographs; personal postcards; Wilhelm Keller; James Carley; Carl Orff; Gunild Keetman; Sieglinde; Vogel; and Waffi Oswald (spanning 1962-83) (27 B&W and color images, 2 postcards, 2 periodical clippings, 1 negative, and 1 personal note).
- folder 3 Photographs of Orff and Keetman in Taiwan (2 B&W images and 1 badge).
- folder 4 Photographs: The Minneapolis Conference, 1973 (8 B&W images).
- folder 5 Miscellaneous items: 2 original art drawings; 1990 plans; 1987 table of contents for *Book I* and *Book II* (no further information given); partial list of Orff-Schulwerk-related publications with penciled notes (1 page) (1962-94); 1 copy of *The Orff Echo*, Vol. 1, No. 1, November, 1968.
- ** ** folder 5 item housed in Box 46/1:
1 musical quotation by Carl Orff with accompanying note by the composer, ink on paper, October 4, 1967.
- folder 6 Audio-visual: 2 plates of the first edition of *The Orff Echo*.
- folder 7 Conference photograph contact sheets (25 pages). Place, date, and location of specific conference(s) not indicated on material.
- folder 8 Photographs from early conferences (1 of 4): subjects include the Katydid (female vocal/choral group); Hafelbach; Kemp; Dorothy Heathcote; Claus Bang; Lieselotte Orff; Wilhelm Keller; and group activities (29 B&W and color images).
- folder 9 Photographs from early conferences (2 of 4): subjects include group activities and
- 8

demonstrations (17 B&W images).

folder 10 Photographs from early conferences (3 of 4): subjects include group activities and demonstrations (18 B&W images).

folder 11 Photographs from early conferences (4 of 4): subjects include group activities and demonstrations (13 B&W images).

Box 4

folder 1 Photographs and Miscellaneous Media: Subjects include pictures of historical interest, including Level I group demonstration at Taihau, 1975; first Detroit conference, recorder demonstrations led by Isabel McNeill Carley; class led by Isabel McNeill Carley at Florida Atlantic, 1965; Orff workshop with persons Ken, Dagmar Barry, Mimi Samuelson, Isabel McNeill Carley, and Lotte Flach, August 10, 1964; Denver University Certification Course, 1974, with persons Isabel McNeill Carley, Peggy McCreary, and Margo McDonald; Professor Wilhelm Keller at the Orff Institute, 1963; Isabel McNeill Carley at Bellflower, 1967, with Wilhelm Keller and Dr. Haas (?); Isabel McNeill Carley directing Renaissance ensemble at Bellflower, 1967; recorder group of Isabel McNeill Carley, Indianapolis, 1969 (?) (10 B&W photographs in total); repro. of two photographs including persons S. Eloise McCormic, Joe Matthesius, Isabel McNeill Carley, Mrs. Orff, Dr. Orff, and Gunild Keetman, Salzburg, 1967; "Dee Visits Europe," 9 original B&W sketches in ink on paper by Lorna Dee Mistele for Isabel McNeill Carley on the subjects of the Orff Institute, English Cathedrals Choir and Organ Festivals, and Chateaux of the Loire Valley in France; repro. of program from Ball State Teachers College, Muncie, Ind., August 12, 1964 (2 pages of typewritten text); typewritten synopsis of first International Carl Orff Schulwerk Symposium, held in Bellflower, Cal., April 30-May 5, 1967 (1 small page of text).

folder 19 Photographs and Correspondence: 11 color photographs from Orff Courses at Ball State University, 1963, West Chester University, West Chester, Penn., 1990, and Atlanta, Geo., 1990, including persons "Eloise", Linda Aubrey, John Bednar, Tracy Bunnell, Isabel McNeill Carley, James Conrad, Linda Fowler, Rose Grellis, Jeff Guy, Bill Johnson, Edwin Marstellar, Joachim Matthesius, Barb Miller, Steve Mosser, Debbie Pizzi, Jim Snyder, Vivian Specca, and Linda Wordell; letter to Isabel McNeill Carley from Karen L. Markey, September 14, 1990.

folder 29 7 color photographs of IMC and participants of Atlanta Course, Level II, 1989 (?), with letter from Beth Sullivan to IMC.

Box 17

folder 27 Elmau Sketches, January 24-26, 1992.

Box 49: AOSA Posters.

subseries 2: sound recordings

Box 23

folder 15 Cassette Tape: Carl Orff reading from memoirs, "The first years": Orff, Keetman, [illegible], Stadler, Nielsen: pieces.

Box 47: 4 audio cassettes containing Arnold Burkhart interview, March 4, 1990.

subseries 3: video media

Box 47: Media binder titled, "Activity and Workshop Packet for Vocal Improvisation, Tamara Stephens, University of Arizona"; VHS video tape "Orff-Schulwerk Sommerkurs der Begegnung in Slavonice vom 2. – 6. August 1998"; and 4 VHS video tapes containing the AOSA 2003 conference sessions, including Werner Beidinger, Pilar Posada, Pam Stover, Lorinda Jones, Brent M. Holl, Vivian Murray, John Edward Niles, and Carol Richards.

subseries 4: computer diskettes

Box 48: 22 3½ inch floppy disks containing files on correspondence; conference materials; Board materials; Carol Erion (1993-95); Carolee Stewart (1995-97); and miscellaneous, including articles, correspondence, and report to forum.

Series 2: Supplemental Files and Collections

subseries 1: On the History and Development of Orff-Schulwerk and the AOSA

Box 1

- folder 12 History of the American Orff-Schulwerk Association (AOSA): administrative and historical documents of the AOSA (1968-86).
Constitution and By-Laws of Orff-Schulwerk Association (OSA), organized May, 1968 (4 pages of text); Minutes of the OSA, July 4, 1968 (2 pages of text); Executive Board Minutes of the OSA, October 14, 1968 (2 pages of text); Constitution and By-Laws of the OSA, amended April, 1969 (4 pages of text); written account of Program Development-Synthesis of Steering Committee Suggestions (3 pages of text); Amendments to the Constitution of the OSA, passed by the Executive Board April 23, 1970 (1 page of text); Supplementary Bulletin: Constitution and By-Laws, as amended October 1971 (4 pages of text); Articles of Incorporation of AOSA, 1977 (6 pages of text); "Do It with Joy: A short history of the AOSA," not dated (12 pages of text and photographs); Code of Regulations of AOSA, not dated (10 pages of text); Report on the Management and Financial Audit of the AOSA (prep. Ford, Jeffrey D., Ph.D. and Stephens, Ray G., CPA, DBA), August 20, 1986 (22 pages of text, including a letter regarding possible housing of the AOSA archive (the Isabel McNeill Carley Library) at Case Western Reserve University.
- folder 13 History of the AOSA: administrative and historical documents of the AOSA (1967-69).
Informational flyer regarding prospective donations for the recently established Video Cassette Library of the Isabel McNeill Carley Library (1 page of text); typed transcript of speech delivered by Dr. Walter Kaun at the First International Symposium on Orff-Schulwerk in the United States in Bellflower, CA, May 2, 1967 (6 pages of text); typed transcript of lecture, "Orff-Schulwerk Around the World," delivered by Wilhelm Keller at the First International Symposium on Orff-Schulwerk in the United States, May 2, 1967 (6 pages of text); OSA Report on the Genesis of the Society, not dated (1 page of text); reproduction of advertisement for the First Orff-Schulwerk International Symposium, as printed in Pan Pipes, May 1968, p. 12 (1 page of text); reprint of speech, "Creative Approaches to Music with Children," delivered by Grace C. Nash at MENC-Eastern Division, Washington, D. C., February 3, 1969 (5 pages of text).
- folder 14 History of the AOSA: administrative and historical documents of the AOSA (1969-93).
Constitution and By-Laws of the OSA, organized May, 1968 (4 copies) (copy 1: 2 pages of text with ink alterations; copy 2: 5 pages of text with ink emendations;

copies 3 and 4: 4 page of text each); Code of Regulations of AOSA, not dated (10 pages of text); Official Program of the First Conference of the OSA, Muncie, Ind., April 17-19, 1969 (2 copies) (8 pages of text each); *The Supplement*, Vol. I, Suppl. No. 3, May 1969 (9 pages of text); "Qualifications: Members of Steering Committee, Mid-West Regional Convocation on Orff-Schulwerk," not dated (7 pages of text); Constitution and By-Laws of the OSA, amended April 1969 (4 pages of text); Membership Brochure, 1970 (1 page of text, 1 attached note); Official Program of the Fourth Annual Conference of the AOSA, Chicago, Ill., April 14-16, 1972 (10 pages of text); "In memoriam Carl Orff (1895-1982)," 1982 (15 pages of text and photographs); typed transcript of speech, "'Beginnings'...a brief look back-," as delivered by Jacobeth Postl [?] November 1986 (3 pages of text, 1 attached note); The AOSA Report on the Genesis of the Society, Minutes of Steering Committee, Mid-West Regional Convocation on Orff-Schulwerk, 1969 (3 pages of text); typed transcript of minutes of the AOSA National Board of Trustees meeting [?], March 12-14, 1993 (15 pages of text, 2 attached notes); advertisement for the 1993 National Conference of the AOSA (4 pages of text and images).

- folder 16 History of the AOSA: *The Supplemental Echo: Secondary Communications Vehicle of the Orff-Schulwerk Association*, Supplement No. 1, January, 1969 (4 pages of text); "Music and Movement," address by Barbara Haselbach at the Fourth Annual Conference of the AOSA, Chicago, Ill., April 14, 1972 (6 pages of text); "Shaping Up Your Schulwerk Instrument Care and Repair," DOSA Workshop, September 15, 1984 (13 pages of text and music); "North American Children's Folklore as it relates to the Schulwerk of Dr. Carl Orff," Richard Johnston, appendices, not dated (15 pages of text and music).
- folder 22 Carl Orff biographical materials: photographs (6 B&W images, 1 negative), subjects include Carl Orff and Mrs. James Carley; miscellaneous items (newspaper clippings, article repros.), relating to the death of and memorial services for Carl Orff.
- folder 30 Record of exhibit "Introducing the American Orff-Schulwerk Association Archive," The University of Arizona Library, Feb-Mar 2000. Includes chronology of Orff-Schulwerk (1895-1995) and information pertaining to Carl Orff and his works (2 pages).
- folder 34 Orff-Schulwerk instruments (1 of 4): including documents on instrument care, repair, and informational manuals; old price lists for Orff-Schulwerk instruments; catalogs of Orff-Schulwerk-related items; literature and music/scores; and 2 articles: "1949 – The Birth of Studio 49 Orff Instruments," and "The Recorder in Orff-Schulwerk," by Margaret Murray, possible original document, both appearing in *The Recorder and Music Magazine*, not dated (4 pages of text and images).

- folder 35 Orff-Schulwerk instruments (2 of 4): including catalogs for recorders/blockflötes, guitars, Orff-Schulwerk instruments; recorder music and Orff-Schulwerk workshop music.
- folder 36 Orff-Schulwerk instruments (3 of 4): including catalogs for music (general instrumental), recorder/blockflöte music, vocal music, music literature books, and recorder and percussion instruments.
- folder 37 Orff-Schulwerk instruments (4 of 4): including catalogs for instrumental and vocal music, music literature books (German), children's classroom instruments; and an instruction manual: "Reading and Writing Music," by Tibor Bachmann, original copy of publication, not dated (24 pages of text and music notation, with insert booklet).

Box 3

- folder 29 Music Catalogues: Copies of *The London Pro Musica Edition* (1982); *The Boulder Early Music Shop* (1982); *Moeck Recorders: Woodwind Instruments of the Renaissance and Baroque Era* (1975 or later); and *Stock Order Catalog: Music Education, Music for Fun* (not dated).

Box 22

- folder 10 History
- folder 11 History – *What is Orff-Schulwerk* by Arnold E. Burkart
- folder 12 History – Do It With Joy – Schmitt Music Centers
- folder 13 History – Wunsche Bitten Forderungen
- folder 14 History – Petitionen für die Erhaltung des Zweijährigen Kurzstudiums "Musik –und Bewegungserziehung"

Box 23

- folder 14 American Odyssey Film Guide

Box 39

- folder 1 *Orff*, by Lilo Gersdorf, ©1981 by Rowohlt Taschenbuch Verlag GmbH
- folder 2 Orff-Schulwerk Histories by Mary Stringham and Mary E. Shamrock: “Orff-Schulwerk Background and Commentary: Articles from German and Austrian Periodicals,” comp. and trans. Mary Stringham; “Orff-Schulwerk: Brief History, Description, and Issues in Global Dispersal,” by Mary E. Shamrock, ©1995 AOSA.
- folder 3 Typewritten transcript of Arnold Burkart interview, 1990.
- folder 23 Instrument Catalogs (2).

subseries 2: Speeches and Personal Correspondence of Orff-Schulwerk Founders and Pedagogues.

Box 1

- folder 23 Speeches: authors include Carl Orff and Dr. Arnold Walter.
- ** ** folder 23 item housed in Box 46/3:
“Orff-Schulwerk: Past and Future,” by Carl Orff, repro. of speech (6 pages of text) appearing as an article in *Music in Education*, September/October, 1964 (6 pages of text).
- folder 25 Speeches on Orff-Schulwerk: “Demonstration with Recordings,” by Carl Orff, repro. with ink emendations of speech given at the Conference of Elementary Music Education at the University of Toronto, July 26-28, 1962 (10 pages of text); “The Schulwerk – Its Origin and Aims,” by Carl Orff, repro. of speech given at the Conference of Elementary Music Education at the University of Toronto, July 26-28, 1962 (13 pages of text); “Creativity and Participation in Music Education,” by Dr. Dean Flower (supplement); repro. of lecture given at Ramona Elementary School, Bellflower, Cal., for a U. C. L. A. Extension class, November 10, 1966 (10 pages of text); Repro. of lecture-demonstration presented by Denise Bacon with Pilot Class from Dana School of Music, Wellesley, Mass., and given at the MENC Eastern Division Conference in Washington, D. C., February 1, 1969 (9 pages of text); “Didactic Principles in Music Education,” by Jos Wuytack, repro. of speech given at a seminar at the Royal Conservatory of Music Summer School, July 19, 1971 (9 pages of text); “Music for Children:

Excerpts from ‘Orff-Schulwerk at the Mozarteum Academy in Salzburg’ and ‘The Foundations of Orff-Schulwerk’,” by Dr. Eberhard Preussner and Dr. Verner Thomas, respectively, repro. of excerpt of speech given at unknown event, not dated (1 page of text).

Box 2

folder 11 Personal Correspondence: letters in German and English to and from Isabel McNeill Carley, [insert range of years here] other writers including Gunild Keetman, Peter Keetman, Carl Orff, Lieselotte Orff, “Esther”, and “Beth”. Folder also contains a repro. of 2 B&W photographs; and “Carl Orff’s Music for Children,” by Arnold Walter, repro. of reprint of article appearing in *The Instrumentalist*, January 1959 (5 pages of text).

folder 12 Personal Correspondence: letters in German and English to and from Isabel McNeill Carley, 1981-89, other writers including Esther Gray, Judy Thomas, Peggy Hsiao, Jeff Burns, Donna Poppe, Dianne Ladendecker, Cathy Haas, Louise Bradford, L. Prince, Jenny Potter, Carol Erion, Gail Kuster, Karen Willes, Corey Field, “Joachim and Lotte”, “Kate”, “René”, “Marilyn”, “Carla”, “Gin”, and “Beth”, as well as letters from children at Paideia School, Atlanta, Georgia using *Recorders Plus*. Folder also contains AOSA Editorial Board documents (correspondence, submission guidelines, agendas, editor’s reports, and inventories for music reviews) and miscellaneous items including a program from a 1984 concert at Upper Nyack Elementary; a program from a performance of the New English Song and Daunce Companie; a list of Orff-Schulwerk and Related Summer Courses for 1986, compiled by the AOSA; “Building a Sequence in Orff-Schulwerk, Part One,” by Barbara Grenoble, typed and handwritten teaching notes, September 1983 (9 pages of text and images); “Symphonic Senryu,” by Elizabeth Nichols, poems 2, 9, and 10, first appearing in *North East*, series III, Number 14, La Crosse, Wis., poetry on paper in negative and positive (2 sheets); “Music for Children: *Carl Orff Canada*,” Bulletin No. 21, Summer 1982 (19 pages of text and 1 image of Carl Orff); “Music and Movement: Thoughts About Education in the Arts,” by Barbara Haselbach, transcript of address given by the author at the Fourth Annual Conference of the AOSA, Chicago, Ill., April 14, 1972 (6 pages of text); 1 page of B&W repros. of images from AOSA demonstrations and performances, not dated or otherwise labeled; Supplementary Bulletin of the AOSA: Highlights from the Fifth Annual Conference, Minneapolis, 1973, as reported by Mary Stringham (12 pages of text).

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folder 12 item housed in Box 46/5:

Excerpt from draft of letter written by Jeff Burns to Isabel McNeill Carley (2 pages of handwritten text with ink emendations).

Box 4

folder 23 AOSA Correspondence (May 1977-July 1993): Letters on the subjects of AOSA business and the AOSA history project, including persons Judy Bond, Pat Brown, Millie Burnett, Isabel Carley, Nancy Ferguson, Kate Grieshaber, Pat [Hamill], Hilree Hamilton, Patricia W. Hughes, Eloise McCormick, Marion O'Conner, Jan Rapley, Konnie Saliba, Nedra Schnoor, Arvida Steen, William Wakeland, Ora Wry, and Lillian [Yaross].

Box 39

folder 8 Speeches and speech-related correspondence by AOSA President Linda Ahlstedt (2000-02).

folder 9 Speeches by Joachim Matthesius, including repro. of B&W photograph appearing in *The Birmingham Eccentric*, August 19, 1965.

subseries 3: Articles, Papers, Dissertations, and Other Publications

Box 1

folder 17 Articles and papers (1 of 5): (1950s) "The Magic World of Carl Orff," by Robert Breuer, repro. of article appearing in unidentified periodical, March 1957 (2 pages of text);

(1960s) "Orff, Salzburg, and Children," by Ruth Berges and Franz Spelman, repro. of article appearing in *The MUSIC Magazine*, June 1962 (2 pages of text); "Orff and Kodály: New Teaching Methods," by Ruth G. Frost, repro. of article appearing in unidentified periodical, 1962 (2 pages of text); "Orff Brings Theories to Canada," by Harris Danziger, repro. of article appearing in *The New York Times*, August 12, 1962 (1 page of text); "The Importance of Improvisation in Orff's 'Music for Children'," by Keith Bissell, for The University of Toronto's "Music for Children," 1963 (5 pages of text); "Teaching Music to Deaf Children: An Application of Carl Orff's 'Music for Children'," by Lois Birkenshaw, repro. of article for The Alexander Graham Bell Association for the Deaf, Inc., 1965 (8 pages of text); "Carl Orff's Schulwerk: A Challenging Approach," by Ruth Pollack Hamm, repro. of article appearing in *Accent on Elementary Music*, November 1965 (3 pages of text and musical notation); "The Orff System in

Today's World," by Marion Flagg, repro. of article appearing in *Music Educators Journal*, March 1967 (5 pages of text); "A New Approach to Music in the Primary Grades of the Toronto Schools," by Lois Birkenshaw, repro. of offprint of article appearing in *Child Study*, Vol. 29, No. 2, Summer 1967 (6 pages of text and musical notation); "The Teaching Innovators," by Dolores Long, repro. of article appearing in *Chicago Daily News: School Page*, October 5, 1967 (2 pages of text); "Body and Song," by Harris Danziger, repro. of article appearing in *Opera News*, January 13, 1968 (3 pages of text and musical notation); "Orff and His Esthetic," by Robert Jacobson, repro. of article appearing in *SR*, January 27, 1968 (1 page of text and images); "The Sounding Board," repro. of editorials page appearing in *Clavier*, February 1968 (1 page of text and images); "Mystery of the Orphs," by Jane C. Frazee, repro. of article from unidentified periodical, October 1968 (3 pages of text and images); "Kodály and Orff: Report from Europe," by Denise Bacon, repro. of article appearing in *Music Educators Journal*, April 1969 (4 pages of text and images); "Kodály: In and Out of Context," by Lois Choksy, repro. of article appearing in *Music Educators Journal*, April 1969 (3 pages of text and images); "A Comparison of Two Pedagogical Approaches Adapted to the Acquisition of Melodic Sensitivity in Sixth Grade Children: The Orff Method and the Traditional Method," by Rees G. Olson, reviewed by Katherine Crews, repro. of article appearing in Council for Research in Music Education, Bulletin No. 15, Winter 1969 (3 pages of text); "Principles of Movement in the Orff-Schulwerk," by Ursula Klie, repro. of article appearing in unidentified periodical, April-May 1970 (2 pages of text); "Orff-Schulwerk, an Effective Treatment Tool with Autistic Children," by Fred M. Hollander and Patricia D. Juhrs, repro. of article appearing in *Journal of Music Therapy*, Vol. XI, Spring 1974, pp. 1-12 (7 pages of text and charts);

(1970s) "About Improvisation," by Isabel McNeill Carley, reprint of article appearing in *The American Edition, Book III*, ©Schott 1978 (13 pages of text);

(1980s) "Children's Singing Voices: Toward Vocal Fitness," by Mary Goetze, typed transcript of article or lecture for the Department of Music Education, Indiana University School of Music, 1982 (8 pages of text); "The Orff-Schulwerk Approach to Movement and Music," by Nancy Ann Andrews, repro of article appearing in *Journal of Physical Education, Recreation, and Dance (JOPERD)*, January 1982 (2 pages of text); "Orff-Schulwerk Teaches Musical Responsiveness," by Susan Banks, repro. of article appearing in *Music Educators Journal*, March 1982 (2 pages of text and one chart); "The Realm of the Pentatonic," by Isabel McNeill Carley, draft of article/lecture, not dated (16 pages of text, images, and musical notation); "These Kids Are All 'Orffans'," by Esther Gray, article appearing in *The Manhattan Mercury*, May 20, 1984 (1 large sheet of newsprint);

(not dated) "Reflections on the Salzburg Special Course," by Curtis Funk, repro. of article, not dated (3 pages of text); "New Method: Act Now, Learn Later; Orff

System of Teaching Music Is Now Underway,” by Ruth Heimbuecher, repro. of article appearing in unidentified periodical, not dated (1 page of text and images); “Orff and Bresgen as Music Educators,” by Paul L. Frank, repro. of article appearing in unidentified periodical, not dated (5 pages of text and images); “A Classroom Teacher Discovers Music with Children,” by Minerva Cook, repro. of article or transcript of speech, for unidentified periodical or place, not dated (4 pages of text).

folder 18

Articles and papers (2 of 5): “The Orff Hypothesis,” by Henry Pleasants, repro. of article appearing in unidentified periodical, dated 1956 (4 pages of text and images); “Bavarian Opera Dynamos,” by Douglas A. MacKinnon, repro. of article appearing in *Opera News*, Vol. 20, March 5, 1956 (4 pages of text and images); “Demonstration with Recordings,” by Carl Orff, repro. of presentation given at the Conference of Elementary Music Education at the University of Toronto, July 26-28, 1962 (10 pages of text and music notation); “The New Music for Musicality,” by Grace C. Nash, repro. of article appearing in *Musart*, November-December, 1966 (2 pages of text, images, and music notation); “Readers Comment: More on Orff,” by Joseph W. Novello, repro. of article appearing in unidentified periodical, April 1967 (2 pages of text); “Kodály and Orff,” by Grace Nash, reprint of article appearing in *Clavier*, September, 1968 (4 pages of text); “‘Orff-Schulwerk’-A Joyous Note,” by George Louis Mayer, repro. of article appearing in periodical *SR*, July 26, 1969 (2 pages of text); “The Life Values Inherent in the Schulwerk,” by Marcia Lunz, typed draft with handwritten emendations of article or presentation for unknown periodical or event, 1978 or later (12 pages of text); “The Significance of Using Music and Rhythm Training to Improve Visual-Motor Integration,” by Carol Miller, repro. of Master’s thesis, April 1983 (36 pages of text, images, and charts), with cover letter to Pat Brown (1 page of text) and stamped postal information (1 small section from mailing envelope); “The Caterpillar and the Lizart. Orff-Schulwerk in the Primary School: A Practical Demonstration,” by Margaret Murray, repro. of article appearing in unidentified periodical, not dated (8 pages of text and music notation); “Music Class-Irresistible! Modern Approach Inspires Children,” by Grace C. Nash, repro. of article appearing in *Lyons Music News*, not dated (1 page of text); “Orff Can Work in Every Classroom,” by Elizabeth L. Nichols, repro. of article or presentation appearing in or given at unknown periodical or event, not dated (3 pages of text); “The Recorder in Orff-Schulwerk,” by Margaret Murray, repro. of article appearing in unidentified periodical, not dated (4 pages of text).

folder 19

Articles and papers (3 of 5): “A Comparative Study of the Orff and Regular Methods of Music Instruction in Jefferson County [Colorado] School District R-1,” by Dr. Margaret T. Siemens, repro. of study, 1966 or later (5 pages of text); “Orff-Schulwerk...Innovation at Bellflower,” by unknown author, repro. of article appearing in *The Instructor*, May, 1967 (2 pages of text and images); “Orff in the Making,” by Allan B. Segal, repro. of article appearing in unidentified periodical, January, 1968 (3 pages of text); “Development of Musical Skills in

Early Childhood Based on the Learning Theories of Jean Piaget and Utilizing the Carl Orff Process,” by Dianne M. Schirripa, repro. of Master’s thesis, May 1981 (57 pages of text and charts).

folder 20

Articles and papers (4 of 5): “Carl Orff’s ‘Music for Children,’” by Arnold Walter, repro. of article appearing in unidentified periodical, January, 1939 (2 pages of text and music notation); “Elementary Music Education: the European Approach,” by Arnold Water, repro. of article appearing in *Canadian Music Journal*, Vol. 2, Spring 1958 (4 pages of text and images); “The Contributions of Carl Orff to Elementary Music Education,” by Janice M. Thresher, repro. of article appearing in *Music Educators Journal*, January, 1964 (6 pages of text and music notation); “Orff Defended,” by Ruth Pollack Hamm, repro. of article appearing in *Music Educators Journal*, January, 1964 (3 pages of text); “Creativity and Participation in Music Education. PACE – Title III, Elementary and Secondary Education Act of 1965, Grant OEG-4-6-000257-0356 Project 257. Progress Report, January 1966-July 1966,” administered by Bellflower Unified School District with Martha Maybury Smith as Project Director, possible original document (45 pages of text and music notation); “Progress Report: Title III Music Project,” by unidentified author(s), possible either repro. or original document, November, 1969 (4 pages of text); “‘Creativity and Participation in Music Education’: a PACE Project – Title III,” by “Special Schulwerk Staff”, possible original document, 1966-67 (25 pages of text and music notation); “‘Creativity and Participation in Music’: Experimental Group Teaching Techniques,” by unidentified author(s), not dated (1 page of text); “Orff-Schulwerk Observation Guide,” by J. R. Harsh, as part of “Creativity and Participation in Music Education” project, January 6, 1967 (6 pages of text); “Language and Literature,” by Dean Flower, as part of ESEA Project-Title III, January 1968 (3 pages of text); “Orff and the Piano Teacher,” by Herbert Zipper as told to Samuel Randlett, repro. of article appearing in *Clavier*, September, 1967 (4 pages of text and images); “Herbert Zipper: Imaginative Music Educator,” by Samuel Randlett, repro. of article appearing in *Clavier*, September, 1967 (1 page of text and images); “Orff-Based Improvisation,” by Judith Thomas, repro. of article appearing in *Music Educators Journal*, January, 1980 (4 pages of text and images); “The Sacred Harp Tradition,” by Carolee Stewart, typed draft of article or presentation, 1982 or later (10 pages of text and music notation); “An Annotated Bibliography,” compiled by Barbara A. Potter, possible original document, August, 1980 (56 pages of text); “A Right Brain Approach to Music,” by Suzanne Stevens and Dennis Twiggs, typed draft of article or presentation, c. 1982 (20 pages of text); “Orff-Schulwerk: Teaching/Training/Transfer,” by Gretchen M. Wahlberg, repro. of paper, dissertation, or thesis, 1985 (34 pages of text and charts); “Master-Class Session for the Music Makers of Tomorrow,” by Carl Michael Steinberg, repro. of article appearing in *High Fidelity Magazine*, not dated (1 page of text and images); “Music for the Young Child,” by Donna Wood, repro. of article or presentation, not dated (4 pages of text); “Orff-Schulwerk, A Belief in the Child,” by Martha Maybury Wampler, repro. of article appearing in

unidentified periodical, not dated (1 page of text); “Peer Teaching with Orff Schulwerk,” by unknown author, draft of article or presentation, not dated (2 pages of text).

folder 21

Articles and papers (5 of 5): (1950s) “Education in Music,” by Arnold Walter, reprint of article appearing in *Music in Canada*, 1955 (13 pages of text); “Music in the Schools,” by G. Roy Fenwick, reprint of article appearing in *Music in Canada*, 1955 (7 pages of text);

(1960s) “Orff: A Music Readiness Program Utilizing the Principles of Dr. Carl Orff’s Schulwerk Series,” by Grace C. Nash, off-print of article appearing in unidentified periodical, c. 1965 (4 pages of text, music notation, and images); “The Greeks Had a Word for It,” by R. Whittall, repro. of article appearing in *Birmingham Teachers’ Journal*, Spring, 1966 (2 pages of text); “The Orff Approach to Reading,” by Selma R. Bamford, onion skin typescript of paper for Florida Atlantic University, July 29, 1966 (9 pages of text and music notation); “Tuned Percussion in the Infant School,” by Yvonne Adair, possible original of article appearing in *Music in Education*, July/August, 1966 (2 pages of text and music notation); “Using the Recorder,” by Eve Halsey, possible original of article, appearing in *Music in Education*, July/August, 1966 (2 pages of text); “Young Children and Music,” by Ann Driver, possible original of article appearing in *Music in Education*, July/August, 1966 (2 pages of text); “Easy Piano Music for Movement,” by Maisie Aldridge, possible original of article appearing in *Music in Education*, July/August, 1966 (2 pages of text); “A Comparison Study of Orff and Traditional Methods of Music Instruction,” by Dr. Margaret T. Siemens, repro. of original document appearing in unknown publication, 1967 or later (4 pages of text); *Recorder and Music Magazine*, May, 1967 (40 pages of text and images); “Carl Orff – Composer,” by Marjorie Blackburn, repro. of article appearing in *Teacher’s World*, July 7, 1967 (1 page of text, images, and music notation); “Beware of Stagnation!” by Marjorie Blackburn, repro. of article appearing in *Teacher’s World*, July 28, 1967 (2 pages of text and music notation); “Preparation for Rhythmic Improvisation with Infants and Juniors,” by Margaret Murray, possible original of article appearing in *Recorder and Music Magazine*, Vol. 2, August, 1967 (5 pages of text, images, and music notation); “Preparation for Rhythmic Improvisation with Infants and Juniors,” by Margaret Murray, repro. of article appearing in *Recorder and Music Magazine*, Vol. 2, August, 1967 (3 pages of text and music notation); “Feeling for Balance and Symmetry,” by Marjorie Blackburn, repro. of article appearing in *Teacher’s World*, August 4, 1967 (1 page of text and music notation); “Repetition and Contrast,” by Marjorie Blackburn, repro. of article appearing in *Teacher’s World*, September 1, 1967 (1 page of text, music notation, and images); “Orff-Schulwerk, Spring, 1968: Principles; Past and Present Developments; Future Possibilities,” by Margaret Murray, repro. of original article appearing in *Child Education Quarterly*, Spring, 1968 (3 pages of text, music notation, and images); “The Caterpillar and the Lizard. Orff-Schulwerk in the Primary School: A Practical Demonstration,” by Margaret

Murray, possible original of article appearing in *Recorder and Music Magazine*, Vol. 2, May, 1967 (4 pages of text and music notation); “The Caterpillar and the Lizard. Orff-Schulwerk in the Primary School: A Practical Demonstration,” by Margaret Murray, repro. of article appearing in *Recorder and Music Magazine*, Vol. 2, May, 1967 (4 pages of text and music notation); “Orff and Kodály – A Comparison,” by Margaret Murray, repro. of article appearing in *Recorder and Music Magazine*, Vol. 2, May, 1968 (3 pages of text and images); “A Selected Bibliography Related to Orff-Schulwerk,” by unidentified author(s), repro. of original document, September, 1968 (3 pages of text); copy of personal letter from Margaret [Murray] to Isabel [McNeill Carley], dated October 4, 1968 (1 sheet of paper); “Orff and Kodály: Report from Europe,” by Denise Bacon, possible original of article appearing in *Music Educators Journal*, April, 1969 (4 pages of text and images); “The Challenge of Musical Creativity: A Residential Symposium,” small advertisement from unknown periodical for event on April 10-15, 1969 (1 small sheet of paper);

(1970s) “Orff-Schulwerk Bibliography,” compiled by Katherine Crews, mimeograph of original document, 1970 (10 pages of text); “What Is the Orff-Schulwerk and What Is It Not?” by Wilhelm Keller, repro. of text transcript of original lecture given by the author appearing in *MusArt*, Vol. 22, No. 5, April/May 1970 (5 pages of text); “Toward a Liberal Education in Music,” by Robert J. Neidlinger, possible original of article appearing in *The National Catholic Music Educators Association (NCMEA) Overtones: Service Bulletin of the Research Division*, August, 1970 (4 pages of text); “Creative Approach to Music for Total Growth,” by Grace C. Nash, repro. of original document, 1972 (2 pages of text); “Educational Classroom Instruments,” by Grace C. Nash, repro. of original document, 1972 (2 pages of charts and images); “Hickory, Dickory (Bossa Nova),” by Grace C. Nash, repro. of original document, 1972 (2 pages of text and music notation); “Orff-Schulwerk and Its Place in the Church,” by Sue Ellen Page Johnson, repro. of article appearing in *Choristers Guild LETTERS*, May, 1974 (4 pages of text and images); *The Circle*, Vol. VIII, No. 2, December, 1974 (8 pages of text and images); “Art as Hope for Humanity,” by Yehudi Menuhin, possible original of article appearing in *SR/World*, December 14, 1974 (4 pages of text and images); *Kodály Envoy*, Vol. 2, No. 2, October, 1975 (16 pages of text and images); Excerpt from the *Kodály Envoy*, not dated (2 pages of text and images); “Phrenology Revisited,” by Graham Berry, possible original of article appearing in *NRTA Journal*, January/February, 1975 (4 pages of text and images); *Dalcroze Society of America* newsletter, January 20, 1976 (12 pages of text and images); *Music for Children: Carl Orff Canada*, Bulletin No. 9, August, 1978, possible original of document (8 pages of text); “Film Schedule and Description,” by the AOSA Conference Center for Continuing Education, possible original of document, not dated (1 page of text); “Observations on the Teaching of Dance to Children,” by Ruth Lovell Murray, repro. of article appearing in unidentified periodical, not dated (5 pages of text); 1 sheet of paper, presumably from *Recorder and Music Magazine*, not dated; draft of paper or

article by Ben Thompson, repro. of original document with ink and pencil emendations, not dated (3 pages of text); draft of paper or article by Jos Wuytack, repro. of original document with ink and pencil emendations, not dated (10 pages of text).

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folder 21 items housed in Box 46/2:

“Teaching Staff Notation in Schools: An Experiment Based on Orff-Schulwerk in Swedish Schools,” by Daniel Hellden, typescript of article appearing in *Orff-Schulwerk Society Bulletin*, No. 2, December, 1964 (5 pages of text and music notation); “Orff-Schulwerk: Past & Future,” by Carl Orff, repro. of article appearing in *Music in Education*, September/October, 1964 (6 pages of text); “Orff Schulwerk in Asia, Africa and South America: Reflections Upon the Problems of Cultural Exchange,” by Hermann Regner, repro. of article appearing in unidentified periodical, late 1964 or later (2 pages of text); “Schulwerk and Music Therapy,” by Carl Orff, typescript of article appearing in *Orff-Schulwerk Society Bulletin*, No. 3, March, 1965 (4 pages of text); “Teaching Music to Deaf Children: An Application of Carl Orff’s ‘Music for Children’,” by Lois Birkenshaw, typescript of article appearing in *Volta Review*, May, 1965 (7 pages of text); “Orff-Schulwerk in England,” by Margaret Murray, typescript of article appearing in *Kent County Music Committee Bulletin*, May, 1966 (3 pages of text); “Some Suggestions for Relating Some of the Techniques Learnt in Orff-Schulwerk to ‘Composed’ Music,” by Margaret Murray, typescript of article appearing in *Orff-Schulwerk Society Bulletin*, No. 10, January, 1967 (2 pages of text and music notation); “Orff and Kodaly – A Few Comparisons,” by Margaret Murray, typescript of article appearing in *Orff-Schulwerk Society Bulletin*, No. 12, July, 1967 (2 pages of text); “The Why of Creative Dynamics,” by Frances R. Calabria, original copy of article appearing in *The Instructor*, August/September 1967 (2 pages of text and images); “Orff-Schulwerk,” by Marjorie Blackburn, typescript of article appearing in *Teacher’s World*, September 8, 1967 (2 pages of text); “Orff-Schulwerk,” by Marjorie Blackburn, typescript of article appearing in *Teacher’s World*, September 15, 1967 (2 pages of text); *Orff-Schulwerk Society Bulletin*, No. 17, October 1, 1968, by Margaret Murray and Anne Donnan, repro. of original document (4 pages of text); “A Lesson with Dr. Regner,” typescript with ink emendations of lesson given by Dr. Hermann Regner at the Second Orff-Schulwerk Summer Course 1970 (3 pages of text and music notation); “Orff-Schulwerk Publications (and Gramophone Records),” by various adaptors, including Margaret Murray, E. Olwen Jones, Doreen Hall, Arnold Walter, Jos Wuytack, and Aline Pendleton-Pelliot, possible repro. of original document, 1968-69 (2 pages of text); “Order Form for Orff-Schulwerk Bibliography Articles,” typescript order form with ink emendations and attached receipt of purchase, dated February 11, 1969 (1 page of text with 1 attached small sheet of paper); *Orff-Schulwerk Society Bulletin*, No. 19, March 31, 1969, by Margaret Murray, repro. of original document (4 pages of text); “Facilities Offered to Members of the Orff-Schulwerk Society,” by Margaret Murray, repro. of original document, 1969-70 (1 page of text); “A Visit to Hungary – May 1972,” by

Margaret Murray, repro. of original document possible appearing in *Echo* (2 pages of text); “Orff-Schulwerk Summer Course, Salzburg, 1972,” by Jenny Bates, repro. of original document appearing in unidentified periodical (1 page of text); “Combined Arts Course – Lady Mabel College – 4th to 11th August, 1972,” by Diane Chapman, repro. of original document (1 page of text); *Orff-Schulwerk Society Bulletin*, No. 35, April 19, 1973, by Margaret Murray, repro. of original document (4 pages of text); *Orff-Schulwerk Society Bulletin*, No. 43, April 27, 1975, by Margaret Murray, repro. of original document with additional ink and marker text (4 pages of text); “On Making Simple Instruments with Children,” by Ernst Wieblitz, translated by Margaret Murray, repro. of article appearing in *Orff-Schulwerk Bulletin*, No. 55 and *Orff Schulwerk Informationen*, No. 20, c. 1977 (2 pages of text); “Orff-Schulwerk – An Assessment,” by Michael Lane, typed transcript of the author’s opening address at the 1978 Music in Schools Conference (2 pages of text); “Music in Schools Conference 1978 – A Taste of Orffery,” by Shirley Winfield, repro. of report with ink emendations (2 pages of text); *Orff-Schulwerk Society Bulletin*, No. 56, September 20, 1978, by Margaret Murray, repro. of original document with ink emendations (2 pages of text); “How the Orff-Instruments Came into Being,” by Carl Orff, translated by Margaret Murray, repro. of article that is a condensation in reported speech of an article originally by the author appearing in *Orff-Schulwerk Informationen*, 18 with penciled emendations (3 pages of text); *Orff-Schulwerk Society Bulletin*, No. 58, March 17, 1979, by Margaret Murray, repro of original document including the following articles: “Hertfordshire Music Teachers Visit the Orff Institute Salzburg,” by Beryl Nunn and “Transcript of a Talk Given by Dr. Regner (Director of the Orff Institute) – October 28, 1978,” (5 pages of text in total); *Orff-Schulwerk Society Bulletin*, No. 59, August 29, 1979, by Margaret Murray, repro. of original document (2 pages of text); “Order Form for Orff-Schulwerk Bibliography Articles,” typescript order form with ink emendations, not dated (1 page of text); “Orff-Schulwerk Gramophone Records,” by unidentified author(s), repro. of original document, not dated (1 page of text); “Orff-Schulwerk Records – I-V,” by unidentified author(s), typescript of original document, not dated (1 page of text); “Orff Weekend to Open Sept. 16,” by Selma Shapiro, repro. of newspaper article appearing in unidentified newspaper, not dated (1 page of text and images); “Pentatonic Tunes,” by unidentified author(s), repro. of original document of listing of books, not dated (4 pages of text); “Some Points about Early Rhythmic and Melodic Training in Orff-Schulwerk,” by Margaret Murray, typescript of article marked in ink to appear in *Orff-Schulwerk Society Bulletin*, No. 11, not dated further (2 pages of text); “Teaching, and the Arts of Dance and Music,” by Francine Watson Coleman, repro. of article marked in ink to appear in *Orff-Schulwerk Society Bulletin*, No. 54, not dated further (2 pages of text).

folder 24

Orff-Schulwerk research papers: Reproductions of research papers from the 1996 AOSA National Conference in Memphis, Tenn.: “The Effect of Selected Modes of Music Instruction on Children’s Music Preference,” by Dr. Shela Bondurant-Koehler (32 pages of text, charts, and graphs); “A Case Study in Monotonism in

Two Ten-Year-Old Males,” by Timothy S. Brophy (19 pages of text, graphs, and statistics); “A Survey of Improvisational Practices in Elementary School Music Classrooms,” by Linda Campbell (18 pages of text, charts, and graphs); “Csikszentmihalyi’s Concept of Flow in Young Children’s Music Learning Experiences,” by Lori Custodero (14 pages of text and charts); “Determining Tempo Preference in Elementary-Aged Children Through Gross Motor Movements,” by R. J. David Frego (20 pages of text and graphs); “Music Problem Solving Strategies of Five- to Seven-Year-Olds,” by Moya Lao Nordlund (20 pages of text, graphs, and charts); “Effect of Descriptive Pictographic Music Notation on the Music Perception of Middle Elementary Students,” by Evelyn K. Orman and Moya L. Nordlund (15 pages of text, charts, and music notation); “Anticipatory Responses Made by Young Children to Music,” by Wendy H. Valerio and Janet Smith (19 pages of text and charts).

Box 3

- folder 13 Articles of Lasting Interest: Philosophy of the Orff-Schulwerk Related to Contemporary American Educational Thought,” by Arnold E. Burkart, possible original copy of article appearing in *Musart*, January, 1971 (7 pages of text); “The Significance of the Kodaly Conception in America,” by Elizabeth McLaughlin, possible original of article appearing in *Musart*, January, 1971, ©1971 by The Kodaly Training Center (1 page of text); “Recorder Clinic,” by Friedrich von Huene, reprint of article appearing in unidentified periodical, ©1963 by The American Recorder Society, Inc. (1 page of text).
- folder 18 Newspaper clipping: “A Different Method of Teaching Music,” by LeeAnn Donnelly, original copy of newsprint and repro. of original article appearing in East Neighbors of the *Asheville Citizen-Times*, date of 1990 marked in ink in upper corner of article (2 pages of text and repro. of photograph of Isabel McNeill Carley with student in each copy of article).
- folder 32 Keetman Article for AOSA Supplement: “Reminiscences of the Guntherschule,” by Gunild Keetman. Repro. of draft in German marked “original”, not dated (13 pages of handwritten and typewritten text with emendations). Draft in English, translated by Rosemarie Kelischek and Isabel Carley, for use in Supplement No. 13, Spring 1978, © AOSA (11 pages of typewritten text with ink emendations).
- folder 33 Recorder Technique Articles: “An Introduction to Baroque Ornamentation,” by Kenneth Wollitz (7 pages of text and music notation); “Saratoga Suite (A Commentary on [American Recorder Society] Edition No. 56),” by Hans Ulrich Staeps, translated by Anna Maria Kater (2 pages of text and music notation); “Quantz and the Recorder,” by Edward R. Reilly (3 pages of text and 1 image);

“Some Ornaments in Renaissance Ensemble Music,” by Joel Newman (2 pages of text, 1 image, and music notation); “Scottish Muses and the ‘Consort Lessons’,” by A. Rowland Jones, incomplete (1 page of text). “Tongueing and Rhythmic Patterns in Early Music,” by George Houle (10 pages of text, images, and music notation); “Canzonettas by Schein, Marenzio, Gastoldi, and Hausman (A Commentary on [*American Recorder Society*] Editions Nos. 15 and 22),” by Winifred Jaeger (1 page of text); “Paperbacks on Music,” by Martin Davidson, incomplete (1 page of text). Note: all articles are from 2 issues of same periodical (fields separated above by period), probably publication of *American Recorder Society*, and are also not dated.

folder 34 Folk Song and Folklore Materials for Use in Orff-Schulwerk: “North American Children’s Folklore As It Relates to the Schulwerk of Dr. Carl Orff,” by Richard Johnston, repro. of appendices of paper, handwritten date of 1962 appears on first page (15 pages of music examples, text, and notes in ink in margins); 9 pages of notes in pencil listing possible folk songs to use and/or arrange, organized by key and type of scale of songs.

folder 38 Articles on Recorder Topics: “The Use of Improvisation in Recorder Teaching,” by Isabel McNeill Carley, 3 copies of article appearing in the *Orff Echo*, Vol. 7, No. 2, January, 1975 (reprint of article, 3 pages of text and music notation; typewritten draft of article, 12 pages of text and music staves; typewritten draft of article with ink emendations, 11 pages of text and music notation); 3 pages of drafts of music by Isabel McNeill Carley for use in recorder publications; “The Use of the Recorder in the Orff Approach, Part I: Repertoire,” by Isabel McNeill Carley, 2 copies of article appearing in unidentified periodical, not dated (typewritten draft of article, 10 pages of text and music notation; typewritten draft of article with ink emendations, 10 pages of text and music notation).

folder 40 Notes on Improvisation: 12 pages of handwritten notes in ink on the subject of improvisation; and Kyrie from *Mass I*, by J. Richard Dixon, music appearing in unidentified periodical, © 1971 General Learning Corporation (2 pages of music and text).

folder 41 Articles and Notes on Movement: “Transvaal Movement Workshops with Geoffrey Sutherland, Number 4,” typewritten transcript of workshop material in outline format by Janet Hudson, as notated in ink appearing in *Orff Beat*, April, 1977 (8 pages of text); 6 pages of notes in outline format, excerpted from further material on Geoffrey Sutherland workshops, as notated in ink appearing in *Orff Beat*, February, 1978; “Rhythmics (Grades 1 to 6): Elementary Physical Education Teaching Aids,” Physical Education Bulletin No. 2 by the Indiana State Board of Health and State of Indiana Department of Public Instruction, 1955 (10 pages of text and music notation); “Try Movement First,” by Genevieve Jones, possible original copy of article appearing in unidentified periodical, ©1975 by the AOSA (3 pages of text and images); “The Meaning of Movement Teaching,”

“The Meaning of ‘Stabspiele’,” and “The Meaning of Speech Exercises in Orff-Schulwerk,” by unidentified author(s), not dated (3 pages of text in total); “Movement and Dance in Orff-Schulwerk,” by Barbara Haselbach, typewritten material with ink emendations for AOSA conference in Washington, 1977 (10 pages of text); 3 copies of notes from Movement Level III class, Florida State University, 1987 (4 pages of text and music notation per copy); “*Music Time: For Primary Children, For Intermediate Children*,” retrospective pamphlet covering materials from *Music Time* March-May, 1974, “Published as a service to participating school systems by the I. E. M. I. music project, Columbia, Tennessee,” T. Earl Hinton and Michael M. Salzman, I. E. M. I. Project Co-Directors (8 pages of text and music examples); and 95 pages of notes on various subjects related to movement, including notes titled Sante Fe Movement #1, Movement Tallahassee 1983, Early Childhood Movement, Oak Ridge Workshop, September 1977, and Movement Judy T. for Orff in the Woods 1974.

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folder 41 item housed in Box 46/11:

Orff Schulwerk Association Victoria Newsletter, May 3, 1980 (5 pages of text).

folder 42

Miscellaneous Articles (Bellflower, South Africa): “African Rhythms,” by Andrew Tracey, typewritten draft with ink emendations of article appearing in unidentified periodical, not dated (12 pages of text, images, and music notation); “Carl Orff’s Educational Ideas: Utopia and Reality,” by Hermann Regner, repro. of reprint of article notated in ink as appearing in a South Africa[n] Orff publication, not dated (8 pages of text); Notes from Pre-Primary workshop with Christel Jentges, compiled and edited by Mary Ramsay, repro. of reprint of article appearing in unidentified periodical (10 pages of text, images, and music notation); “Report of the Pretoria Course for Music Teachers,” by Maretha Kuhles, repro. of reprint of article appearing in unidentified periodical, not dated (1 page of text); “How the Orff Instruments Came into Being,” by Carl Orff, translated and condensed by Margaret Murray, repro. of reprint of article appearing in unidentified periodical (5 pages of text); 5 pages of various activities and music relating to African music; “Some Key Words in African Music,” by Andrew Tracey, repro. of reprint of article appearing in the *Orff Beat*, not dated (10 pages of text); 6 pages of African songs and music for instruments; “Orff Schulwerk in the U. S.: Our Expanding Challenges,” by Mary Shamrock and Judith Thomas, repro. of typewritten transcript of presentation given at the Orff Symposium, 1985 (4 pages of text, images, and music notation); Poster titled “Love Your Mother,” © Environmental Action 1972, with the name Murray Shafer written in pencil on reverse (1 large sheet with B&W image of Earth above text of poster); “Highlights of Rudolf Steiner’s Perspective on Music Education,” compiled by Dee Joy Coulter, typewritten notes, September, 1982 (1 page of text); “Rudolf Steiner: A Sketch of His Life and Work,” by John Davy, reprint of article appearing in publication by the Anthroposophical Society, not dated (4 pages of text and images); 12 pages of handwritten notes in ink titled “Jean Gregg: The Aging Voice”; “Teaching the Body How to Program the Brain is

Moshe's 'Miracle',' by Albert Rosenfeld, title page only of article appearing in unidentified periodical; "Observations on the Teaching of Dance to Children," by Ruth Lovell Murray, repro. of article appearing in unidentified periodical, not dated (5 pages of text); "Arts Essential for Full Education," by Donald M. Hardisty, repro. of newsprint article appearing in unidentified newspaper, not dated (1 page of text); "The Secrets of Learning Styles: Your Child's and Your Own," by Aimee Lee Ball, repro. of article appearing in *Redbook*, November, 1982 (4 pages of text and images); *Brain Mind Bulletin*, Vol. 10, Nos. 4-5, January 21 and February 11, 1985 (8 pages of text and images).

folder 44

Miscellaneous Notes, Articles, Correspondence, and AOSA Course-Related: Isabel McNeill Carley Badge from 1993 AOSA Conference in Asheville, NC, button from 1993 AOSA Conference in Indianapolis, Ind.; 4 pages of handwritten notes in ink on various subjects including Suzuki and music education in general; "Children and Music," a 16-page compilation from *The Instrumentalist*, 1964 or later with articles "Children and Music," by James A. Mason, "The Foundation of Your Music Program," by Marion S. Egbert, "Orff: A Music Readiness Program Utilizing the Principles of Dr. Carl Orff's Schulwerk Series," by Grace C. Nash, "Dalcroze," by Elsa Findlay, and "Montessori," by Jeanne Bamberger; typewritten draft with ink emendations of the Orff Schulwerk Teacher Training Curriculum, August 19, 1995 (15 pages of text and music notation); "Outline of a Program for Music Education," by the Music Education Research Council of the Music Educators National Conference (MENC) (3 pages of typewritten text); order form for recent publications of the AOSA (1 page of text); AOSA Criteria for Institutions Seeking Orff Certification Course Approval, March, 1984 (1 page of text); AOSA course credit information for the Department of Music of Cleveland State University (2 pages of text); "President's Message," by Janice Rapley, repro. of reprint of article appearing in *The Orff Echo*, either Winter 1983 or Summer 1984 [**?different dates appearing in different parts of document?**] (3 pages of text); letter from AOSA President Virginia Ebinger to Cindi [Wobig], dated June 26, 1987 (1 page of text); syllabus of Berkshire-Hudson Valley Chapter of the AOSA workshops for 1986-7 (4 pages of text); syllabus of Orff-Schulwerk-related workshops and courses, Summer, 1983 (7 pages of text in chart format); AOSA-issued list of institutions offering AOSA-approved Orff Certification courses, March 1, 1983 (2 pages of typewritten text with ink amendments at the end); letter on AOSA stationary from Shelley to Gin, dated January 11, 1983 (1 page of text); AOSA-issued list of institutions offering AOSA-approved Orff Certification courses, April, 1987 (3 pages of typewritten text); syllabus of Orff-Schulwerk and Orff-related summer courses, 1987 (5 pages of typewritten text in chart format).

folder 45

AOSA Publications, Articles, and Correspondence: AOSA 1984-85 Directory (52 pages of text and images, with additional 11 loose-leaf pages of handwritten and typewritten rosters for Tallahassee Level I, 1983 and '84); Articles and

Supplements to *The Orff Echo*: including Orff-Schulwerk Association *The Supplement*, Volume I, Supplement No. 3, May, 1969 (9 pages of text); “A Report on ‘Dance in Elementary Education’,” by Ruth Lovell Murray, draft of article, not dated (6 pages of typewritten text with ink emendations); “Report: Orff-Schulwerk Workshop, Florida Atlantic University, July, 1966,” by Diane Taylor, not dated (7 pages of text); “Orff and Kodály,” by Margaret Murray, possible original copy of article appearing in *The Recorder and Music Magazine*, not dated (4 pages of text and images); “‘Every Child Can Be Educated’: Let Us Adopt Methods for Developing the Abilities of Every Child,” by Shinichi Suzuki, transcript of speech possible delivered in Cleveland in 1966 (6 pages of text); segment titled “On Teaching Music To the Young Child,” from *Music Educators’ Journal*, April, 1969, including articles “The Child and the Aesthetics of Music,” by Sister Theresa DiRocco, J. H. M., “Are We Starting Too Late?” by Linda Mankin, “Preschool Teachers Need Music,” by Mary L. Reilly, “Let Them Move,” by Betty J. Rowen, “There Are No Monotones,” by Elin J. Stene, “Yodel Up To A Better Register,” by Ivan Kortkamp, “Kodály: In and Out of Context,” by Lois Choksy (23 pages of text and images in total); *MusArt: National Catholic Music Educators Association*, January, 1971: including articles “Educate with Orff and Kodaly,” by Murray G. McNair, “Orff-Schulwerk: A Vitalizing Tool in Music Therapy Programs,” by Irmgard Lehrer-Carlé, “Orff in the Inner City: Summer Program in Lexington,” by Rev. Robert Kintner, “A Music Demonstration Center: Agent for Change?” by Jacobeth Postl, “Orff-Schulwerk and the Development of Musicality: An Operational Construct,” by Arnold E. Burkart, “The Orff Workshop: Elective or Required?” by Lillian Yaross (27 pages of text and images in total); “A Report on the Genesis of the Society,” by the Orff-Schulwerk Association, not dated (1 page of text); special section from periodical *SR [?]*, February 2, 1975, titled “Mind and Supermind”: including articles “In God’s Image,” by George Leonard, “The Consciousness Revolution,” by John W. White, “Outer Space to Inner Space: An Astronaut’s Odyssey,” by Edgar D. Mitchell, “Biofeedback: An Exercise in ‘Self-Control’,” by Barbara Brown, “The Case for Meditation,” by Lawrence LeShan, “Putting the First Man on Earth,” by Jean Houston, “The Psychophysical Experience,” by Robert Masters (26 pages of text and images in total); correspondence including letter from Gunild Keetman to Isabel McNeill Carley, dated March 3, 1985, letter from Ruth Hamm to Isabel McNeill Carley, dated June 15, 1975, and letter from Isabel McNeill Carley to Larry (RE: Tallahassee books), dated “September 14, 1984?”.

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folder 45 item housed in Box 46/12:

“Gunild Keetman’s Contribution to Orff-Schulwerk,” by Friedrun Gerheuser, reprint of article, not dated (2 pages of text); “Orff-Schulwerk: Past and Future,” by Carl Orff, reprint of article appearing in supplement to *The Orff Echo*, not dated but also appeared in *Music in Education*, September/October 1964 (6 pages of text).

folder 46
28

Materials by Poser and Indonesian Gamelan Article: “The New Children’s Song,”

(“Das neue Kinderlied”) by Hans Poser, translated by Inge Haesloop and edited by Isabel Carley, draft of article to appear as reprint of original article appearing in German periodical *Kindergarten Heute*, not dated (6 pages of typewritten text with handwritten emendations); hand-engraved music and accompanying song texts on manuscript paper entitled “Songs from ‘Poser: Das neue Kinderlied’,” bearing post-script to unidentified person(s) from Karl A. (4 pages of music and text); “An Orff Approach to Teaching Indonesian Gamelan Music,” by William M. Anderson, draft of article derived from *Teaching Asian Musics in Elementary and Secondary Schools: An Introduction to the Musics of India and Indonesia*, copyright by the author, William M. Anderson, 1975, and appearing in unknown periodical, not dated (12 pages of typewritten text and music notation with emendations).

Box 4

folder 2

Newsletters & Articles 1967-69: *Newsletter of Orff-Schulwerk in the United States*, Vol. 1, No. 1, September, 1967, Bellflower, Cal., including article “Report from the Interior,” by Isabel McNeill Carley (4 pages of text and images in total); “Why Music?” by Richard Freed, repro. of publication by *The Musical Heritage Society, Inc.*, New York, NY (4-page brochure); *Contemporary Music Project Newsletter*, Vol. 2, No. 3, Spring, 1971 (4 pages of text); “What’s All That Noise About?” by Roy Cooper, original copy of article appearing in *Music in Education*, May/June, 1969 (3 pages of text and images); “M. I. L. E. Forum – 3,” by Christopher Small, original copy of article appearing in unidentified periodical, not dated (3 pages of text and images); *Newsletter of Orff-Schulwerk in the United States*, Vol. 3, No. 3, April, 1970, Bellflower, Cal. (4 pages of text and images); *Newsletter of Orff-Schulwerk in the United States*, Vol. 4, January 31, 1968, Bellflower, Cal. (4 pages of text and images); “A Study of New Concepts, Procedures, and Achievements in Music Learning,” by Ottolene Gast Ricord and “Auditory Perception of Musical Sounds by Children in the First Six Grades,” by Pamela Wyman, original copy of section of the *Music Educators Journal* titled “Insights and Applications,” May, 1969 (2 pages of text and images); 1 page repro. of fragment of unidentified article, with image of Isabel McNeill Carley demonstrating Orff instruments; “Observations on the Teaching of Dance to Children,” Ruth Lovell Murray, repro. of article appearing in unidentified periodical, not dated (5 pages of typewritten text); untitled article bearing indication in ink “Slagel” appearing in unidentified periodical, not dated (2 pages of typewritten text); 2 page repro. of fragment of unidentified article appearing in *Choristers Guild LETTERS*, 1985; 10 pages of handwritten notes in ink by unidentified author, with quotations of students who had taken an Orff-Schulwerk course.

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folder 2 items housed in Box 46/13:

Orff-Schulwerk Society Bulletin, No. 22, January 12, 1970, by Margaret Murray (4 pages of text); excerpt from similar Orff-related publication, not dated, including article “Liberation through Improvisation,” by Friedrich Gulda, reprint of article appearing in “World of Music,” the journal of *The International Music Council (UNESCO)* (2 page of text).

folder 3

Correspondence and Drafts of Material for the *Orff-Schulwerk, American Edition*, Vol. 2 (1972-76): Letters in English and German between Joachim Matthesius, Schott Music Corp. in New York, B. Schott’s Söhne in Mainz, Isabel McNeill Carley, Dr. Hermann Regner, Mimi Samuelson, and Donald Slagel; “Introduction to *Orff Schulwerk, American Edition*,” by Joachim Matthesius, copies of several drafts in varying states of correction of introduction (5 pages of typewritten text with pencil emendations per draft); and possible original copy of written legal agreement between Joachim Matthesius and Schott Music Corp of B. Schott’s Söhne, not dated (12 pages of typewritten text).

folder 4

Orff Articles, Newsletters, and Notes: “What Is the Orff-Schulwerk and What Is It Not?” by Wilhelm Keller, transcript of lecture given at the Orff-Kodaly Teacher Training Workshop, Dana School of Music, Wellesley, Mass., July 15, 1969 (5 pages of text); *Orff Schulwerk Bulletin*, Vol. 8, Nos. 5 and 8, May and August 1980 (8 pages of text and music notation each); “Parallelisms in Traditional African System of Music Education and Orff Schulwerk,” by Dr. W. Komla Amoaku, possible original copy of article appearing in *DCMEA (District of Columbia Music Educators Association) Newsletter*, Vol. 13, No. 1, Winter, 1979 (5 pages of text); “Music Improvisation and Related Arts,” by Tossi Aaron, repro. of article appearing in *Music Educators Journal*, January, 1980 (6 pages of text, images, and music notation); “Orff-Based Improvisation,” by Judith Thomas, repro. of article appearing in *Music Educators Journal*, January, 1980 (4 pages of text and images); “Dalcroze-Based Improvisation,” by Robert M. Abramson, repro. of article appearing in *Music Educators Journal*, 1980 (7 pages of text and images); “American Folk Songs and Music Education,” by Lois Choksy, possible original copy of article appearing in *Kodály Envoy*, Vol. 4, No. 2, November, 1977 (3 pages of text and images); *PACE (Projects for Advancement of Creativity in Education, ESEA Title III) Symposium Report*, June, 1967, Bellflower, Cal., featuring “Report of the First International Symposium on Orff-Schulwerk in the United States” (5 pages of text and images); “Dalcroze Dimensions,” by Edith Wax, informational and promotional brochure, ©1973, 1979 by the author (15 pages of text and B&W images); *The Orff Beat*, Vol. 8, No. 2, June, 1979, publication of The Orff Schulwerk Society of Southern Africa, Johannesburg, RSA (37 pages of text, images, and music notation); *Music for Children: Carl Orff Canada*, Bulletin No. 13, Autumn 1979 (14 pages of text); 4 pages of miscellaneous notes in ink by unidentified author(s); “Consort!” by Paul Winter, reprint of article appearing in *Selmer Bandwagon*, No. 67, not dated (6 pages of text and images); “Wege ze erklingender Sprache (Zu den “Stücken für Sprechchor” von Carl Orff),” by Claus Thomas, repro. of article in German

appearing in unidentified periodical, not dated (3 pages of text and images); “Orff-Schulwerk und Progressive Musikerziehung,” by Wilhelm Keller, repro. of article appearing in unidentified periodical, not dated (5 pages of text); “Das Orff-Schulwerk in der ČSSR (Ein Bericht),” by Vladimir Poš, repro. of article in German appearing in unidentified periodical, not dated (5 pages of text, images, and music notation); “The Inside Story on Soprano Recorders: A Reprint from an Article Appearing in ‘The American Recorder,’ the Official Publication of the *American Recorder Society*,” by Arthur Nitka, draft of article appearing in *Terminal Music*, not dated (4 pages of text with ink emendations); “Survey Shows Young Americans Don’t Know B-Flat From a C,” by Patricia McCormack, original newsprint copy of article appearing in unidentified newspaper, not dated (1 sheet of newsprint paper); *The Orff Beat: The Official Bulletin of the Orff Schulwerk Society of Southern Africa*, Vol. 8, No. 3, October, 1979, possible original copy of publication (35 pages of text, images, and music notation); *Choristers Guild Letters*, Vol. 30, No. 7, March, 1979, possible original copy of publication (23 pages of text, images, and music notation).

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folder 4 items housed in Box 46/14:

Orff-Schulwerk Association Victoria Newsletter, June, 1980 (8 pages of text); “Music Tones Muscles in Exercise Workshop,” by Laurie Rice, repro. of article appearing in the newspaper *Kansas State Collegian*, March 24, 1980 (1 page of text); “Older Adults Practice Fitness,” by unidentified author(s), repro. of article appearing in the newspaper *The Manhattan Mercury*, March 24, 1980 (1 page of text); “Music, Exercise Team for Fitness,” by Lauren Moore, repro. of article appearing in the newspaper *The Manhattan Mercury*, March 19, 1980 (1 page of text); “Fokan: Fitness for Older Kansans,” by unidentified author(s), repro. of information from *Kansas State University Center for Aging Newsletter*, November, 1979 and February, 1980 (1 page of text); 1-page list of Orff-Schulwerk Readings, July 11-29, 1966.

folder 5

Miscellaneous Articles and Notes on the Subject of the Brain: “A Molecular Code Links Emotions, Mind and Health,” by Stephen S. Hall, original copy of article appearing in unidentified periodical, not dated (11 pages of text and color images); “Mapping the Brain,” by Sharon Begley, Lynda Wright, Vernon Church, and Mary Hager, original copy of article appearing in *Newsweek*, April 20, 1992 (5 pages of text and color images); “Is the Mind an Illusion?” by David Gelman, Debra Rosenberg, Paul Kandell, and Rebecca Crandall, original copy of article appearing in *Newsweek*, April 20, 1992 (2 pages of text and color images); “And a One...and a Two...and It’s Time to Check the Rules,” by unidentified author(s), repro of newsprint article appearing in *Daily Intelligencer/Montgomery County Record*, August 23, 1983 (1 page of text and images); “Doctor Says Music Study Aids Physical, Social, Emotional Growth,” by Patricia McCormack, repro. of newsprint article appearing in *The Oregonian*, December 31, 1982 (1 page of text); *Brain Mind Bulletin: Frontiers of Research, Theory and Practice*, Vol. 8, No. 2, December 13, 1982 (3 pages of text and images); “Children’s Art: Nadia’s

Challenge,” by Howard Gardner, original copy of article appearing in *Psychology Today*, September, 1979 (4 pages of text and images); “Beyond IQ: An Introduction,” by Berkeley Rice, original copy of article appearing in *Psychology Today*, September, 1979 (5 pages of text); “Stalking the IQ Quark,” by Robert J. Sternberg, original copy of article appearing in *Psychology Today*, September, 1979 (5 pages of text); *Super Learning: Newsletter/Catalogue*, original copy of publication, March, 1980 (12 pages of text and color images); “The Human Difference, Self-Awareness, Initiative, and Planning: New Research has Tracked These Uniquely Human Qualities to Their Seat in the Long-Mysterious Frontal Lobes,” by Maya Pines, original copy of article appearing in *Psychology Today*, September, 1983 (7 pages of text and color images); “Harnessing the Brain’s Hidden Powers, Optimal Learning: The Art of Learning through the Arts,” by Hugh Delehanty, repro. of article appearing in unidentified periodical, April, 1983 (4 pages of text and images); *Brain Mind Bulletin: Frontiers of Research, Theory and Practice*, Vol. 10, Nos. 4-5, January 21 and February 11, 1985, repro. of bulletin (8 pages of text and images); “Tracking the Brain’s Special Messengers,” by Brigitta Carlson, original copy of article appearing in *The University of Chicago Magazine*, Vol. 78, No. 4, Summer, 1986 (7 pages of text and images); “The Brain’s Timetable for Developing Musical Skills,” by Dr. Dee Joy Coulter, typewritten draft of article appearing in unidentified periodical, with “IMC Original” notated in pencil on page 1, not dated (11 pages of text with ink and pencil emendations); “The Brain’s Timetable for Developing Musical Skills,” by Dr. Dee Joy Coulter, repro. of published version of article appearing in unidentified periodical, not dated (5 pages of text); background information and notes concerning left brain/right brain theory, not dated (10 pages of typewritten and handwritten text); “When Neurologists Study Song,” by Donal Henahan, repro of reprint of article appearing in *The New York Times*, 1979 (1 page of text); “How the Brain Works: If Scientists Can Explain It, They Will Have Solved the Ultimate Mind Bender,” by unidentified author(s), incomplete original copy of article appearing in *Newsweek*, February 7, 1983 (5 pages of text and color images); “Research on the Brain and Its Application in Early Childhood Development,” addendum to unidentified newsletter, not dated (1 small page of text); “Mozart the Cure for Bad Grades?” by Kathleen Parker, original copy of newsprint article appearing in *The Chicago Tribune*, April 28, 1998 (2 columns of newsprint), with two reprints of article; “Build Your Brain: Ways to Boost the Power of the Mind from an Early Age,” by Chris Swingle, original copy of newsprint article appearing in *The Rochester Democrat and Chronicle*, not dated (1 page of newsprint); excerpt from *Kjos Piano News*, Vol. 6, on the subject of the relationship between music and intelligence (2 pages of text and color images); “Russian Ties Your Tongue?” by unidentified author(s), original copy of small excerpt from unidentified periodical, not dated (1 small page of text and images); “Music and the Brain,” by unidentified author(s), repro. of article appearing in unidentified periodical, not dated, bearing in ink at top of page: “Jackee and Steve: a bit from my Columbia University Alumni Report for 1997” (1 small page of text and images); 2-page collection of quotations on the subject of the

augmented 4th as a “chord of evil”; “Your Child’s Brain,” by Sharon Begley with Mary Hager, original copy of article appearing in *Newsweek*, February 19, 1996 (7 pages of text and color images); “Footnote: A Sideways Glance at Musical Life,” by Natalie Wheen, original copy of article appearing in *BBC Music Magazine*, May, 1993 (1 page of text and color images); “The Great Divide,” by Paul Robertson, original copy of article appearing in *BBC Music Magazine*, May, 1993 (4 pages of text and color images); “Annals of Science: Dr. Edelman’s Brain,” by Steven Levy, original copy of article appearing in unidentified periodical, not dated (13 pages of text and images); “Going with the Flow of Musical Brains,” by B. Bower, original copy of article appearing in *Science News*, Vol. 142, July 11, 1992 (1 page of text).

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folder 5 items housed in Box 46/15:

“The Mozart Effect,” by Carole Currie, original copy of newsprint article appearing in unidentified newspaper, March 17, 1999 (2 newsprint pages of text and images); “Open Your Mind to Music,” by Karen Fanning, original copy of article appearing in *Scholastic News*, September 28, 1998 (1 large page of text and color images), with 3 reprints.

folder 6

Miscellaneous Articles (1 of 2): “Mario Montessori and A. S. Neill Discuss Their Famous Schools and Their Radical Approaches to Child Rearing: A Redbook Dialogue,” by unidentified author(s) or editor(s), preprint of article appearing in *Redbook*, December, 1964, ©1964 by McCall Corp. (4 pages of typewritten text); 1-page excerpt of music notation by unidentified author(s), not dated; “Stress,” excerpt from *Stress Without Distress*, by Hans Selye, M. D., reprint of article appearing in *Intellectual Digest*, June, 1974, ©1974 by Hans Selye, M. D. (4 pages of text); “Five Under Stress: Case Histories of Pressure and Ways to Live With It,” by Neal Ashby, reprint of article appearing in *Intellectual Digest*, June, 1974, ©1974 by *Physician’s World, Inc.* (2 pages of text and color images); “Fear and Serenity,” from *The Uses of a Liberal Education*, by Brand Blanchard, reprint of article appearing in *Intellectual Digest*, June, 1974, ©1973 by The Open Court Publishing Company (2 pages of text); “Contemporary Music and Contemporary Culture, Part One,” by Christopher Small, possible original copy of article appearing in unidentified periodical, not dated (3 pages of text); “Are Children Born Unequal?” by William H. Boyer and Paul Walsh, possible original copy of article appearing in *SR*, October 19, 1968 (7 pages of text and images); 4 small pages of notes in pencil on miscellaneous subjects by unidentified author(s), not dated; “Observations on the Teaching of Dance to Children,” by Ruth Lovell Murray, typewritten copy of article appearing in unidentified periodical, not dated (5 pages of text); “Books: *Mind Over Matter*,” by unidentified author(s), possible original copy of book review article appearing in unidentified periodical, not dated (2 pages of text); “What is Orff-Schulwerk All About?” reprint of collection of Orff-related articles, including “1949-The Birth of Studio 49 Orff Instruments,” and “The Recorder in Orff-Schulwerk,” both by Margaret Murray, originally appearing in *The Recorder and Music Magazine*, not dated (4 pages of text and

images); information on Orff-Schulwerk Courses for Music- and/or Movement Teachers (in English) for term in Salzburg/Austria, October 5, 1978 – February 2, 1979 (4 pages of typewritten text); *Kodály Envoy*, published by the Organization of American Kodály Educators, Margaret L. Stone, ed., Vol. X, No. 2, Fall, 1983 (15 pages of text and images).

folder 7 Miscellaneous Articles (2 of 2): “The Use of Improvisation in Recorder Teaching,” by Isabel McNeill Carley, repro. of article appearing in unidentified periodical, not dated (4 pages of text and music notation); “On Being Simple-Minded,” by Isabel Carley, repro. of reprint of article appearing in *The Orff Echo*, not dated (2 pages of text); “Movement and Rhythmic Education,” by Betty K. Sommer, possible original copy of article appearing in the newsletter of *The Dalcroze Society of America*, Vol. 3, No. 2 (2 pages of text); “Byzantium I Come Not From,” by Ray Bradbury, repro. of poem, not dated (1 page of text).

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folder 7 item housed in Box 46/16:

“Orff-Schulwerk: Past and Future,” by Carl Orff, Margaret Murray, Translator, repro. of typewritten transcript of speech delivered at the opening of the Orff Institute, Salzburg, October 25, 1963, ©1963 B. Schotts Soehne, Mainz, from the Orff Institute Jahrbuch (6 pages of text).

folder 10 21 Pages of Informational Literature on Choroí Flutes (Interval Flute, Pentatonic Flute, and Diatonic Flute), originally appearing in the *Swedish Daily News*, September 13, 1980.

folder 22 AOSA Media Kit: Materials for *The Orff Echo*, including advertising rates and specifications; advertising reservation/insertion order form; Orff-Schulwerk promotional brochures; letter to Isabel Carley from Steve DiLauro, January 15, 1999; original copy of *The Orff Echo*, Vol. 31, No. 1, Fall, 1998 (44 pages of text and images); and AOSA introductory/promotional material.

Box 22

folder 15 Articles and Papers, A-J

folder 16 Articles and Papers, K-P

folder 17 Articles and Papers, Q-Z

folder 18 Articles and Papers (No Author Given)

Box 39

- folder 4 Ph.D. portfolio of Vincent Cecil Bates, University of Arizona, March 27, 2001.
- folder 5 Course curriculum for Music 360, “Music Fundamentals Through Experience,” at the University of Arizona, 1994, by Jane Thomas and Gregg Bodell.
- folder 6 Music Education Research Papers: “The Effect of Restricted Song Range on Kindergarten Children’s Use of Singing Voice and Developmental Music Aptitude,” by Joanne Rutkowski, Ph.D., Pennsylvania State University and “What Works: Instructional Strategies for Music Teachers,” by MENC’s Instructional Strategies Special Research Interest Group (SRIG).
- folder 7 Doctoral Music Education Research Materials by Diana Sinclair, University of Arizona (2001).
- folder 10 The Elk Grove Training and Development Center Project, “Orff Method: Music for Children’ Description,” Jacques Schneider, Orff Coordinator (not dated).
- folder 11 Manhattanville Music Curriculum Program, “MMCP Synthesis: 1970,” Ronald B. Thomas, Director.
- folder 12 Course notes to MUS 450 by Professor Ferguson at unidentified institution, 1998.
- folder 13 “Music, Movement and Drama in the Center of the Elementary Curriculum,” by Frances L. Wachsman (1 of 3).
- folder 14 “Music, Movement and Drama in the Center of the Elementary Curriculum,” by Frances L. Wachsman (2 of 3).
- folder 15 “Music, Movement and Drama in the Center of the Elementary Curriculum,” by Frances L. Wachsman (3 of 3).
- folder 16 “Tracking the Learning Process in Education through Music,” by Sister Fleurette Sweeney, ©1970 by the author.
- folder 17 “Das Xylophon im Iglu,” by Karin Prenner, 13 Jahre Orff-Schulwerk in Alaska.

subseries 4: Elementary to Adult Orff-Schulwerk Music Education Projects

sub-subseries A: Early Childhood Music Education Programs

Box 2

- folder 13 “Child Development Through the Performing Arts: Project Manual (Title IV-C ESEA),” prepared by Theresa Goodell, Project Director, and Barbara Dion, Curriculum Specialist. ©1977 by the Copper County Intermediate School District, Hancock, Mich. (317 pages of text and music notation).
- folder 14 Memphis Project 1968-69: “Developing an Innovative and Exemplary Curriculum for Memphis Elementary Schools,” submitted by the Board of Education, Memphis City Schools, bound Office of Education forms and typewritten manuscript of project, date of submission May 30, 1968 (90 pages of forms, 1 map, charts, and text).
- folder 15 Articles on Orff (Memphis): bound volume of ms. repros. and photocopies of articles, duplicates copies of which can be found in the main in Box 1, folders 17-21 (121 pages of text, images, and music notation).
- folder 26 Calliope project: “Calliope”: Abstract of public broadcasting series for children ages 8-10 intended to stimulate music appreciation and music makers (25 pages of text); “Calliope Corner”: Corporation for Public Broadcasting elementary/secondary education television series proposal, submitted December 18, 1987 by WETA-TV, Department of Educational Activities (76 pages of text); “Calliope: A Series of Twenty Programs on Music for Middle Elementary Children Ages 8-10,” typewritten draft of possible speech or presentation, by unidentified author(s) (16 pages of text).

Box 3

- folder 7 Early Childhood Music Education: Notes, articles, and other documents including “Your Child is Musical,” by the Children’s Record Guild, color booklet, not dated (16 pages of text and images); “The Sincerest Form of Flattery,” Young People’s Record Club, Vol. 2, No. 2, ©1948 Young People’s Record Club, New York, NY (12 pages of text and images); “A Head Start in the Nursery,” by Maya Pines, original copy of article appearing in *Psychology Today*, September 1979 (14 pages of text, images, and advertisements); repro. of previous article (7 pages of text and images); 9 pages of handwritten notes; examination book containing notes for Early Childhood Music Education; 10 pages of typewritten notes or part of class materials; “Innocence and Experience: Musical Bears, A Social Ladybug, A Homeless Boy: A Guide to Kids’ Books from Silly to Serious,” by Laura Shapiro, original copy of article appearing in *Newsweek*, December 16, 1991 (5 pages of text, images, and advertisements); “Curriculum Musikalische Früherziehung: Elternblätter Musikschulfassung, 1. Halbjahr Stunden 1-17,”

©1968, 1974 Gustav Bosse Verlag KG Regensburg (36 pages of text and music notation); “Curriculum Musikalische Früherziehung: Musikschulfassung [Stunden 18-34]” (34 pages of text and music notation); “Curriculum Musikalische Früherziehung: Musikschulfassung [Stunden 35-51]” (29 pages of text and music notation); “Curriculum Musikalische Früherziehung: Musikschulfassung [Stunden 52-68]” (32 pages of text and music notation); empty folder titled “Mappe 7: Musikdidaktische Schallplatten”; 1 page of song texts.

folder 36 Notes on Early Childhood Music Education: 40 pages of handwritten notes in ink and pencil, some notes grouped within folder until titles “Taichung: April 28” and “Atlanta, October 23, 1982”.

folder 37 Notes on Pre-School Music Education: 16 pages of handwritten notes in ink on the instruction of pre-school children, not dated.

sub-subseries B: ESEA Title III Project

Box 1

folder 15 Orff-Schulwerk: Design for Creativity. A report of the project “Creativity and Participation in Music Education.” Bellflower Unified School District, Cal., October 31, 1968 (428 pages on microfiche).

Box 2

folder 8 Implementing Elementary Music Improvement ESEA Title III project 1969 (1 of 2): “Evaluation of Students: MAT Report,” individual author(s) not cited, possible original document (53 pages of text, charts, and graphs); “Implementation Conference, March 7-8, 1974, Henry Horton State Park,” individual author(s) not cited, possible original document (52 pages of text and charts); “Guiding the Development of Musicality in Elementary School Children: Progress Report – Phase II, August 1966-June 1967,” Arnold E. Burkart, Project Director, possible original of document (94 pages of text, charts, and images).

folder 9 Implementing Elementary Music Improvement ESEA Title III project 1969 (2 of 2): letter from Isabel Carley to parents regarding changes for a new semester, repro. of handwritten original, dated January 13 (1 page of text); handwritten notes in ink and pencil, possible outlines for teaching plans (6 pages of text); “Report,” submitted by Isabel McNeill Carley, handwritten draft in ink, not dated (16 pages of text with emendations); “Project Addendum,” submitted by the

Board of Education, Memphis City Schools, John P. Freeman, authorized representative, possible original document which consists of forms with charts, map of geographical region, abstract of project (titled "Narrative"), and budget projections, submission date of April 23, 1968 (91 pages of text and above media); "Progress Report," by unidentified author(s), possible original copy of typewritten document, May 22, 1969 (3 pages of text); "Music in Your Schools," by unidentified author(s), informational brochure, 1974 (18 pages of text and B&W images).

folder 10 Progress Report-Phase II: Guiding the Development of Musicality in Elementary School Children August 1966-June 1967: Arnold E. Burkart, Project Director, possible original document (95 pages of text, charts, images, and included event programs).

Box 39

folder 24 "Orff-Schulwerk: Design for Creativity," Bellflower, Cal. Title III ESEA Project.

folder 25 ESEA Title III Project Materials (1 of 2).

folder 26 ESEA Title III Project Materials (2 of 2): Final Report.

Box 40

folder 1 "Orff Program 'Music for Children'," for The Elk Grove Training and Development Center, Jacques Schneider, Orff Coordinator (1969) (1 of 2).

folder 2 "Orff Program 'Music for Children'," for The Elk Grove Training and Development Center, Jacques Schneider, Orff Coordinator (1969) (2 of 2).

sub-subseries C: Orff-Schulwerk Certification and Other Adult Programs

Box 2

folder 1 Orff-Schulwerk Certification Program (OSCP) documents (1 of 6): Outline of certification program at the University of Denver Lamont School of Music, June 27 – July 15, 1977, with accompanying advertising brochures; "Beginning Carl Orff Workshop," by Isabel Carley, repro. of paper, not dated (63 pages of text and

music notation); “Recorder Improvisation and Technique, Book 1,” by Isabel Carley, repro. of paper, c1969 (36 pages of text and music notation); advertisement for the John C. Campbell Folk School in Brasstown, North Car., 1973-4.

folder 2 OSCP documents (2 of 6): class lists; assignments; and informational and instructional packets. Subjects include levels I-III activities in body percussion, teaching non-pitched percussion, the trapeze-high wire, basic Orff, and Apostolidou movement.

folder 3 OSCP documents (3 of 6): informational and instructional packets (primarily level I, but including items from levels II-III); assignments; evaluation sheet (instructor’s copy); faculty rosters; recorder repertoire list; music providers’ and recorder makers’ addresses list; OSCP and Orff in the Woods advertising brochures (1978-82); personal letter to one Barbara, attributed Isabel McNeill Carley, dated August 21 [year not specified] (3 pages of text); and two articles: “On Being Simple-Minded,” by Isabel Carley, reprinted from *The Orff Echo*, not dated (2 pages of text) and “Carley’s Music Classes,” by unidentified author(s), original copy of article appearing in unidentified newspaper, not dated (1 page of newsprint).

folder 4 OSCP documents (4 of 6): Level I – subjects include Basic Orff, Movement, and Percussion; Level II – subjects include Basic Orff, Movement, Percussion, and Recorder with accompanying final exam; including “Orff-Schulwerk Techniques in Language Arts for Middle School and Secondary Students,” by Peg Berry, repro. of material for classroom presentation, not dated (6 pages of text and charts); “A Timpani Session,” by Peggy McCreary, repro. of material for presentation, 1977 or later (3 pages of text and music notation); “The Orff Instrumentarium: Historical Development of the Instruments,” by Peggy McCreary, repro. of material for presentation, not dated (2 pages of text); faculty list (1982); sheet of modes; chart for dance.

folder 5 OSCP documents (5 of 6): Level III – subjects include Basic Orff, Movement, Percussion, and Recorder; with Denver University Orff Certification 1983 program; advertising brochure for the Retreat for the Advanced Study of Orff-Schulwerk of the Department of Music of Pacific Lutheran University, Was., August 29-September 2, 1984; advertising brochure for The Florida State University School of Music and Center for Professional Development and Public Service Summer Workshops, Music Education, 1984, Flo.; and “Recorders with Orff Ensemble, Book I,” by Isabel McNeill Carley, manuscript, not dated (57 pages of text and music notation with ink emendations and additions).

folder 6 OSCP documents (6 of 6): The Elk Grove Training and Development Center, E. S. E. A. Title III, Arlington Heights, Ill.: Orff Method – “Music for Children”. Various documents relating to an Orff-Schulwerk program at the above location,

including a description by Jacques Schneider (23 pages of excerpted text and music notation); "The Teaching Innovators," by Dolores Long, repro. of newspaper article appearing in *The Chicago Daily News School Page*, October 5, 1967 (2 pages of text); "Evaluation Team Report of Elk Grove Training and Development Center (Title III Project), January 17-19, 1968: Orff Music," by evaluation team members David Rice and Robert Rippey, repro. of original document (3 pages of text); instructional materials (9 pages of text and music notation). Folder also includes "Recorders with Orff Ensemble, Book II," by Isabel McNeill Carley, manuscript (later published by Schott, ed. 12246, 1984), 1977 (50 pages of text and music notation); announcement of Level I certification course in Taiwan, 1985 (1 brochure); "FSU 1987, Cincy 1988," documents relating to Levels I-III certification activities and course work, pertinent program-related addresses and information, schedules, and assignments; Orff in Sante Fe announcement (1 page of text); "Glossary of Terms for Clinical Orff-Schulwerk," by Roberta Stephens (41 pages of text with attached small note, 1 page).

Box 3

- folder 1 Orff-Schulwerk Certification Level I: An Outline for the Course, by Beth Miller, for program at Florida State University, July 1986 (18 pages of text and music notation).
- folder 2 Guidelines for Orff-Schulwerk Certification: Materials relating to Level I course, including a letter, outlines, and 1 more comprehensive document draft, dated February 1980, authorship pointing to Isabel McNeill Carley through written "Carley" at top of page, handwriting throughout document, and presence of Isabel McNeill Carley's North Carolina address on letter (32 pages of text and music notation).
- folder 3 Orff-Schulwerk Certification: Documents relating to Level II course, taught by Isabel Carley.
- folder 6 Orff-Schulwerk Training Courses Guidelines: Drafts of AOSA-issued guidelines and related correspondence, including "AOSA Guidelines for Teacher Training Courses in Orff-Schulwerk, Levels II and III, Draft of 1978," ©AOSA (16 pages of text with emendations and music notation); letter to Isabel from Mary, August 13, 1979; letter to task force dealing with revision from Arvida Steen, October 25, 1994; 1 page of handwritten notes by Isabel Carley; "Guidelines for Orff-Schulwerk Training Courses, Draft 1," by the AOSA Task Force for Teacher Training, November, 1994 (57 pages of text and music notation); letter from Arvida Steen in reference to dialogue pertaining to a second draft, September 28, 1995; "Guidelines for Orff-Schulwerk Training Courses, Levels I, II, III, Draft 2 Proposal, November, 1995, Revised Edition 1996," by the AOSA (61 pages of

text and music notation); list of members of the Writing Committee, 1993-95; Recommendations to the AOSA Board by the Teacher Training Task Force (3 pages of text).

folder 8 Orff-Schulwerk Level II Course Materials: Folder entitled “Class Notes, Atlanta 1990” by Isabel McNeill Carley, including class list, notes, class materials, lesson plans, schedule, and class-related forms; manual for Level II, by Isabel Carley (33 pages of text, images, and music notation).

folder 10 Early Workshop Courses 1983-85: Collection of documents titled “Church Music Workshops Using Selections from Carols and Anthems I and II Ed. Scott, IMC,” including “Orff-Schulwerk: Past and Future,” by Carl Orff, repro. of article appearing in *Re-Echoes, Book 1*, AOSA, 1983 (4 pages of text); repro. of musical setting of Psalm 23, with accompanying pages of text; Orff repertoire list for children’s/youth choir; reprints of Christmas-related music; *Omnia Tempus Habent*, by Carl Orff, for Level III (5 pages of music notation); *The Three Holy Wise Men*, by Gunild Keetman (2 pages of music); *Paraphony*, author(s) unknown (3 pages of music); *Connermara Lullaby/Dance*, author(s) unknown, labeled Margaret Murray Edition (2 pages of music). Other materials in folder include repro. of article “Dayton Area Workshop A Lively Affair,” author(s) unknown, bearing inscription “1964 or 65?” (2 pages of text); “Exploring the Pentatonic,” by Isabel Carley, outline of information for Cleveland AOSA Conference, 1983 (2 pages of text); various notes, drafts, and course materials for Albuquerque MENC Conference, 1985 and Florida State University, Tallahassee, 1984, 1985.

folder 17 “Orff in the Woods” and John C. Campbell Folk School documents (1973-92): Program overviews and faculty information; correspondence; list of available workshops; syllabus for Orff-Schulwerk Recorder Ensemble class; correspondence course information; book list for summer course; Folk School faculty financial arrangements; advertisement flyer for Folk Music Weekend; “Orff in the Woods” informational brochures; Isabel McNeill Carley Orff Specialists’ Seminar overview, Young Harris College, GA; campus map and directions to Young Harris College; Young Harris College seminar-related correspondence; class materials; class notes and outlines; article: “Orff From a Classroom Teacher’s Point of View,” by Virginia Nylander Ebinger, repro. of article appearing in *MUSART*, Spring 1975 (4 pages of text and images).

** ** folder 17 items housed in Box 46/9:
“Orff in the Woods” course overview and faculty information (2 pages of text and images).

folder 19 Tallahassee Courses at Denver University (1985): Various documents, notes, and music relating to OSCP courses, including score of presentation given by Level I Orff [Class] with attached color polaroid photograph; official University of

Denver overviews of OSCP courses with fee and course credit information; letters from Isabel McNeill Carley to students and John; blank Orff Course Completion Certificate signed by Isabel McNeill Carley; excerpt from *The Orff Beat*, February 1978 (6 pages of text); "Ersatz Orff," by Isabel McNeill Carley, repro. of reprint of editorial appearing in *The Orff Echo*, 1981 (2 pages of text); Level I materials including application, informational literature on "The American Recorder Society Education Program, Level I: Classroom," recorder assignments, and information on modes and other scales; Level II (taught by J. Thomas) materials including class notes from Basic Orff and Movement Apostolidou and take-home final; Level III (taught by Isabel McNeill Carley) materials including assignments, final exam, musical examples (primarily folk songs), list of music resources including addresses and organization names, article ("Music and Human Development," by Frank R. Wilson, reprint of excerpt of address given by the author at the Texas Music Educators Association annual convention in 1984 (4 pages of text)), informational sheet on the transposition of instruments, sheet detailing order of instruments on a score, notes from Special Education sessions of Certification course, and notes by Isabel McNeill Carley on composition in the Orff style; Level III (taught by Brigitte Warner) materials including notes, outlines, and information on the following: prerequisites for course, a method for teaching triads, composing techniques in Orff-Schulwerk, decoration of the third, the raised leading tone and 4th in minor, the subdominant triad in major and minor, Level III practicum assignment; various miscellaneous papers including Certification Course worksheets, poem texts, list of musical pieces, notes by unidentified author(s) on proposed activities for University of Denver, article ("Great American Work Songs," by Elva S. Daniels, possible original copy of article appearing in *Instructor*, March, 1983 (10 pages of text and music notation)), 7 pages of handwritten notes on various topics, 35 pages of musical examples, list of poetry books, "Aeolian Rondo," by Karen Willes, ms. repro. of score with performance notes, July 16, 1985 (3 pages of text and music notation), "Wondrous Love," by Karen Willes, ms. repro. of score, July 13, 1985 (7 pages of music).

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folder 19 items housed in Box 46/10:

Recorder fingering charts titled "Fingering Pattern I," "Pentatonic Fingerings II," and "Pentatonic Fingerings."

folder 20

Recorder Workshops: Various recorder-related documents including repertoire list; miscellaneous handwritten notes; newsletter of the Kansas Chapter of the AOSA (4 pages of text, images, and music notation); pentatonic fingering patterns; information on pentatonic modes; Orff resources; notes for class labeled Level I, FSU 1987; notes from conferences in St. Louis, November 1978, Atlanta, 1981, and Houston, 1982; handwritten musical example entitled "Westron Wynde"; and outline titled "Recorder Improvisation with Children," by Isabel McNeill Carley.

folder 23 Recorder Repertoire Lists for Denver University: Various typewritten and handwritten papers detailing repertoire used for Levels I-III recorder courses (28 pages of text).

folder 30 American Recorder Society: Documents including informational brochures; selections from “New Rounds on Old Rhymes,” by Erich Katz, ©1993 by the American Recorder Society (ARS) (6 pages of text and music); list of recorder materials for young players; 2 study guides for the ARS Education Program, Levels I-III; informational sheet on the Indiana University School of Music Recorder Academy; 2 copies of the ARS Education Program Levels I-III information packet, ©1981 and revised copy, 1987; ARS Directory 1988-89.

Box 4

folder 14 Documents Pertaining to the AOSA Task Force on Teacher Certification, the MENC National Certification Program, the American Guild of Organists Professional Certification Requirements, the American Recorder Society Education Program, Levels I-III, and the AOSA Apprenticeship Program, including correspondence (including persons Carol Erion, Isabel McNeill Carley, Arvida Steen, and Virginia Ebinger); meeting minutes, and publications and working drafts of guidelines for specific programs (1990-93).

folder 28 IMC Correspondence Course in Arranging and Composition in the Orff Style, Series I and II: Syllabus and assignments for both series of composition courses; with application for Orff in the Mountains program with IMC and University of Denver, Lamont School of Music overview of correspondence course.

Box 13

folder 32 Orff-Schulwerk Certification and Workshop-Related Materials (1983-87): List of AOSA-approved institutions; packet detailing location and dates of Summer Orff workshops; correspondence; course outlines; applications for course listings; syllabi; minutes from related meetings; and various certification documents.

Box 15

folder 33 Correspondence and Informational Documents Related to Orff-Schulwerk Teacher Training Courses (1987-89).

subseries 5: Isabel McNeill Carley

sub-subseries A: Isabel McNeill Carley Library (IMCL) Files

Box 1

- folder 26 Isabel McNeill Carley Library Files (Case Western Reserve University): record of materials received (January-May 1987).
- folder 27 Isabel McNeill Carley Library Files (Case Western Reserve University): correspondence (July 1985-May 1987); library holdings/agenda (January 1985-February 1986); materials on loan (November 1985-April 1987); and videos purchased (November 1985-May 1986).
- folder 28 Isabel McNeill Carley Library Files (Case Western Reserve University): gifts/donations (August 1985-May 1986); AOSA library beginnings (July 1984-February 1987).
- folder 29 Isabel McNeill Carley Library Files (University of Arizona): AOSA correspondence.

Box 22

- folder 29 Isabel McNeill Carley Archive Papers

Box 39

- folder 18 Isabel McNeill Carley Taiwan Materials (1 of 2).
- folder 19 Isabel McNeill Carley Taiwan Materials (2 of 2).
- folder 20 *Joy: Play, Sing, Dance – American Play-Parties for Voices, Recorders, Orff Instruments*, by Jos Wuytack and Tossi Aaron, ©1972 by A. Leduc.
- folder 21 Original Isabel McNeill Carley Materials for *Recorder Improvisation and Technique, Book 1: A Teacher's Workbook* (1969) and *The Magic Circle, Activity Songs and Singing Games for Young Children* (1987).

folder 22 Orff-Related Publications: *Lamelou*, by Jos Wuytack, ©1970 by A. Leduc; *Recorder Improvisation and Technique, Book 1*, by Isabel McNeill Carley, ©1970; *Metric Language: Rhythmic Reading*, by Ruth Pollack Hamm, ©1975 by Belwin-Mills Publishing Corp.; *This Is the Day: Songs for Special Days*, by Jane Frazee and Arvida Steen, ©1975 by Schmitt Publications; and *A Baker's Dozen*, by Jane Frazee and Arvida Steen, ©1974 by Schmitt, Hall & McCreary Company.

sub-subseries B: Personal Papers

Box 2

folder 17 Isabel McNeill Carley (IMC) Conference Notes 1975, 1976: Various documents from two conferences, including film schedule from the 1976 conference; "The Whole Child," by Wilma Salzman, speech or presentation supplement (3 typewritten pages of text in outline format with selected book list); "The Orff Process," by Lois Birkenshaw (1 page of text and music notation with penciled notes in margins); "Form As A Norm," by Dr. Jos Wuytack, speech or presentation supplement (2 pages of text and music notation); 2 unidentified pages of music notation with text and handwritten ink notes; and 6 pages of handwritten ink notes bearing identifying title information including "Supplement," "Dr. Zipper," and "School of Performing Arts, USC, LA 90007."

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folder 17 items housed in Box 46/7:

"African Percussion EXperience," [sic] by Craig Woodson, informational document including price lists for instruments, ©1976 Woodson™ Ethnomusic™ Publications (4 pages of text, images, and 1 attached index card with the address of Ethno Music in Venice, Cal.); "Routes to Recorder Playing," by Carol King, repro. of original document (4 pages of music notation, accompanying instructional text, and recorder fingerings). [Note that the upper-case EX is not a typo.]

Box 3

folder 4 IMC Workshop, Nashville, 1983: Documents relating to workshop titled, "American Folk Songs in School and Church," given by Isabel McNeill Carley November 12, 1983, including outline with ink emendations and music examples for workshop.

folder 5 Orff-Schulwerk Apprenticeship Program: Notes and correspondence to and from Isabel McNeill Carley, instructor, relating to program, 1985-86.

- folder 9 Teaching Orff Workshop, Ball State University, 1963: Taught by Isabel McNeill Carley. Includes handwritten musical excerpts; list of pentatonic songs in various series; reprints of recorder music; "Orff Workshop," quotations from various people with handwritten note at top of document: "Student reactions Cincy 1965?".
- folder 11 Courses and Workshops Taught by IMC (1 of 2): Various documents including notebook of handwritten notes pertaining to course material; and folder titled "Level IV Apprentice Course Tallahassee 1986," containing handwritten pages of notes, class information, and course materials pertaining to course or workshop held at Florida State University, Tallahassee July 6-12, 1986.
- folder 12 Courses and Workshops Taught by IMC (2 of 2): Various documents from programs held at Florida State University, 1984, 1985, and 1987 including music examples; recorder fingering chart for pentatonic patterns; homework assignments; recorder repertoire lists; Orff-Schulwerk Certification Program syllabi; class handouts; blank certification documents; and the final exam for Level III.
- folder 14 IMC Correspondence: Several letters to and from Isabel McNeill Carley and librarian Dorman Smith, May-June 1989.
- folder 16 IMC Correspondence, Articles, and Documents (1993-97): Letters to and from Isabel McNeill Carley, including persons Carolyn Peskin, Donna Marchetti, Ben Dunham, David Engle, Macie Publishing Company, Gail Littleton, Chuck Gee, André Carus, Dr. Stephen Hawking, Gregory P. Spretznjak, Morna-June Morrow, Anne Robertson, Siegmund Levarie, H. S. Cunnington, Hobie Ford, Peggy McCreary, Mr. Lin, Tossi, Gin, Hazel, Betty; reprints of articles (see below); a list of publications by Isabel McNeill Carley; a cartoon on the subject of dance by Jules Feiffer, appearing in *The Village Voice*, June 27, 1976 (1 original copy on newsprint and 1 authorized repro.); musical examples; quotations; advertising brochure for "Hobie Ford's Golden Rod Puppets"; small repro. of photograph of Pete Seeger; chart with images titled "Progression of Movement Forms: Suggested Framework for Teaching Sequence," ©1984 Tossi Aaron; drafts of editorials by Isabel McNeill Carley with titles "On Patterns" and "Once Is Never Enough"; brief annotated bibliography to "The Realm of the Pentatonic" by Isabel McNeill Carley; 1 bookmark; *Musical Plan Talk*, Volume 1, Nos. 3-4, March-April 1978; "Fill the Space with Dance: Another Dimension," by unidentified author(s), section from unidentified periodical, not dated (4 pages of text and images).

Articles in folder 16:

"Reminiscences of the Güntherschule," by Gunild Keetman, translated by Rosemarie Kelisheck and Isabel Carley, repro. of article appearing in unidentified

periodical, not dated (5 pages of text); “Metamorphoses,” by Martha Pline, repro. of article appearing in unidentified periodical, not dated (2 small pages); “A Journey through the Schulwerk,” by Karen Stapleton, possible original copy of article appearing in section of unidentified periodical titled “Celebrations”, not dated (2 pages of text); “Music in Early Childhood,” by Jane Frazee, transcript of speech given at the National Symposium on Music for the Very Young, August 4, 1975, published in unidentified periodical, not dated (2 pages of text and music notation); “Using the Orff Process in Teaching Choral Music,” by Linda Weis, possible original copy of article appearing in section of unidentified periodical titled “Guideposts”, not dated (2 pages of text); “Experience in Basel,” by R. Murray Schafer, possible original of article appearing in unidentified periodical, not dated (4 pages of text and images); “Guideposts,” by Jacobeth Postl, possible original copy of article appearing in unidentified periodical, not dated (3 pages of text and music notation); “Beginning Instrumental Pieces,” by Lillian Yaross, possible original copy of article appearing in section of unidentified periodical titled “Guideposts”, 1978 or later (1 page of text and music notation); “Orff and the World of Nature,” by Michael Lane, repro. of reprint of article appearing in *Orff Times*, not dated (2 pages of text); “Concerning Rabbits,” by Isabel Carley, possible original copy of article appearing in unidentified periodical, not dated (1 page of text); “The Realm of the Pentatonic,” by Isabel McNeill Carley, possible original copy of article appearing in unidentified periodical, ©1983 (4 pages of text and music notation); portion of unidentified AOSA-related periodical with sections titled “News from National” and “For the Classroom”, not dated (4 pages of text and music notation); “Orff for the Instrumentalist,” section of larger periodical including articles “The Orff Approach and Beginning Orchestra,” by Mary Helen F. Klare, “SOS (Simple Orff Solution) for Piano Problems,” by Rosalie Heller, “Orff Philosophies Applied to Piano Teaching,” by unidentified author(s), and “Orff Process for the Band Student,” by Jann Muck, possible original copy of publication, not dated (4 pages of text, images, and music notation in total); “Some Key Words in African Music,” by Andrew Tracey, repro. of article appearing in *South African Orff Beat*, February, 1982 (10 pages of text and music notation); “On Magic,” by Isabel McNeill Carley, draft of article appearing in unidentified periodical, not dated (4 pages of text with ink emendations); “The Realm of the Pentatonic,” by Isabel McNeill Carley, draft of article appearing in unidentified periodical, not dated (10 pages of text and music notation); “Movement Activities: A Possible Sequence,” by Tossi Aaron, repro. of article appearing in unidentified periodical, not dated (2 pages of text); “Orff and the World of Nature,” by Michael Lane, reprint of article appearing in *Orff Times*, not dated (2 pages of text); “Claves Maracas Cowbell Guiro: Various Colors Paint the Latin-American Picture,” by Thomas Brown, possible original copy of article appearing in unidentified periodical, not dated (3 pages of text, images, and music notation); section of periodical titled “Music Reviews,” from publication *The American Recorder*, various authors, August, 1984 (2 pages of text); “Rhythm: What Is It?” by Doug Goodkin, repro. of article appearing in unidentified periodical, not dated (3 pages of text, images, and music notation);

“Concerning Rabbits,” by Isabel McNeill Carley, draft of article appearing in unidentified periodical, not dated (1 page of text); “Is Music in Its Right Mind?” by Toni Reineke, possible original copy of article appearing in unidentified periodical, not dated (2 pages of text); “Editorial: On Teaching Styles,” by Isabel Carley, possible original copy of article appearing in unidentified periodical, not dated (1 page of text); “Where Do We Begin? (Continued)” by Isabel McNeill Carley, possible original copy of article appearing in unidentified periodical, not dated (1 page of text); “Ersatz Orff,” by Isabel McNeill Carley, repro. of article appearing in unidentified periodical, not dated (1 page of text); “On Patterns,” by Isabel McNeill Carley, repro. of article appearing in unidentified periodical, 1983 or later (2 pages of text); “How the Orff Instruments Came into Being,” by Carl Orff, translated and condensed by Margaret Murray, repro. of article appearing in unidentified periodical, not dated (3 pages of text and 1 image); “Demonstration with Recordings,” by Carl Orff, repro. of text transcript of speech delivered at the University of Toronto, July, 1962, appearing in unidentified periodical, not dated (3 pages of text); “The Realm of the Pentatonic,” by Isabel McNeill Carley, repro. of article appearing in unidentified periodical, 1982 or later (6 pages of text and music notation); “For Gunild Keetman,” by Martha Pline, repro. of poem appearing in unidentified periodical, 1979 or later (1 page of text); “About Improvisation,” by Isabel McNeill Carley, repro. of reprint of article appearing in *Music for Children, Orff-Schulwerk*, American Edition, Book 3, ©Schott Music Corp. 1978 (3 pages of text and music notation); “Editorial: On Models,” by Isabel Carley, repro. of document notated in ink as a reprint of article appearing in *The Orff Echo*, not dated (1 page of text); “Ersatz Orff,” by Isabel McNeill Carley, reprint of editorial article appearing in *The Orff Echo*, 1981 (2 pages of text).

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folder 16 items housed in Box 46/8:

Letter to Isabel McNeill Carley from Jong-Teh Lin, dated June 1, 1994 (1 page of text); letter to Isabel and Jim from Deborah [Clague], dated January 3, 1995 (2 pages of text and 1 image); draft of Orff-related periodical with drafts of articles and editorials by Isabel McNeill Carley, including titles “Music with A Difference,” “The Atmosphere in the Classroom,” “On Creativity,” “On Being Simple-Minded,” “The Central Role of Music in Education,” “Orff Is the Answer,” and “That Lovely Two-Headed Betsy Higginbottam” (7 pages of text).

folder 35

Organizational Notes on Speech Play for Oneonta Orff Workshop (1977): 9 pages of handwritten and typewritten text outlining key factors in speech play, for use in Orff workshop by Isabel McNeill Carley.

folder 47

Kenilworth Concert Duo Programs and Correspondence: Programs from performances on April 15, 1992; April 18, 1996; July 4, 1996; September 10, 1996; September 26, 1996; and letter from Isabel McNeill Carley to Sally Baker, dated September 1, 1996.

Box 4

- folder 13 IMC's Instructor Materials for Orff Courses (1983-90): Level I and Level II assignments; Level II exams; class plans; article: "On Being Simple-Minded," by Isabel McNeill Carley, repro. of reprint of article appearing in *The Orff Echo*, not dated (2 pages of text); recorder repertoire lists, and bibliography.
- folder 25 Notes by IMC for instruction of workshops including Seattle (not dated), Detroit (not dated), and Oak Ridge (September 14-16, 1977) (9 pages of text and music notation in total).
- folder 26 Notes by IMC on Montreat (1983) and Jr. High (1986), 32 pages in total; with article "Spotlight: Joseph Maison," by unidentified author(s), repro. of article appearing in unidentified newspaper or periodical, not dated (1 page of text and images).
- folder 27 IMC Materials for Atlanta and Seattle Workshops: Handwritten and typewritten notes by IMC (8 pages); AOSA 1997 National Conference Presenter Agreement for IMC; letter from IMC to "Doug", November 23, 1996; IMC biographical sketch (1 page).

Box 40

- folder 3 "C'est la belle Françoise: Theme and Variations for Soprano Recorder and Piano," by IMC, draft of ©1994 publication.
- folder 4 IMC Contracts and Copyrights (1962-94).
- folder 5 IMC Correspondence (1980-97).
- folder 6 Draft of manuscript and materials for *Recorder Theory Papers for Beginners I* by IMC (1988).
- folder 7 Original proof of *A First Song Suite for Two Soprano Recorders and Piano* by IMC, ©1990.
- folder 8 Drafts of music from *For Hand Drum and Recorder* by IMC, not dated.
- folder 9 Kenilworth Concert Duo programs (1995-96).
- folder 10 IMC manuscripts of *My Recorder Reader 1* (©1982 indicated on material).

- folder 11 IMC manuscript of *My Recorder Reader III*, not dated.
- folder 12 IMC manuscript of *My Recorder Primer*, ©1980 by Brasstown Press, Brasstown, NC.
- folder 13 Manuscripts of musical composition “Canzon à 5,” arr. IMC, not dated.
- folder 14 Music composed and arranged by IMC (1994): “A la Claire Fontaine,” “The Minstrel Sings,” “Dizzy Dance,” “Suite Québécoise,” and “Silly Suite”.
- folder 15 Music by IMC: Proof of “Suite on 4 Notes” (1988) and manuscript of “Paidea Suite,” not dated.
- folder 16 Orff-Schulwerk history materials; article by IMC titled “On Patterns”; and music examples.
- folder 17 IMC Piano Publications: *The Magic Circle* (1965), *Holiday* (1968), and *Eleven Miniatures* (1962).
- folder 18 Report of 1969 Orff Workshop; and articles “Beginning an Orff Program,” by Elizabeth Nichols, “Counting and Rhythm,” by Martha Baker, and “The Introduction to Music: Textbooks,” by Catherine Dower.
- folder 19 Materials for Advanced Study Retreat by IMC (1984).
- folder 20 Manuscript scores and printed publications of IMC compositions and arrangements, including: “Two Villancicos from Puerto Rico,” “Simple Gifts,” Flemish Dance Carol,” “On This Thy Holy Day,” “Amazing Grace,” “Wasn’t That a Mighty Day,” “Sing We Noel,” “On Christmas Night,” “Mountain Carol,” “Shepherds, Rejoice,” “That First Christmas Day,” “The Christmas Star,” “More Love,” “I’m Goin’ to Sing,” “Jesus the Christ Is Born,” “Tis the Gift.”
- folder 21 Music by IMC: “Simple Suite” (1994) and *A Song Primer* (not dated).
- folder 22 Music Publications: *Theory Papers for C Recorders, Set I*, by IMC, ©1979; *Theory Papers for F Recorders*, by IMC, ©1984; *Eleven Miniatures*, by IMC, ©1991; *Recorders Plus*, by IMC (1974); and *Weihnachtslieder zu Zweien für zwei Blockflöten (Christmas Songs for two recorders)*, by Eberhard Werdin, ©1986.
- folder 23 Materials for University of Denver Certification Program, Level I.

sub-subseries C: Publications

Box 2

- folder 18 Music for Recorder (1 of 3): Circle Dance for S, A, T, HD (3 pages); Andante Cantabile for S, A, T (3 pages); Allegretto for S, A, T, and various percussion, by Isabel McNeill Carley, marked ©1986 (2 copies, 9 pages per copy).
- folder 19 Music for Recorder (2 of 3): Recorder with Orff Ensemble, Book III, by Isabel McNeill Carley, loose-leaf repro. of manuscript, 1977 (58 pages of typewritten and handwritten text and music notation).
- folder 20 Music for Recorder (3 of 3): Summer Suite (Allegretto), by Isabel McNeill Carley, ©1986 (3 pages).
- folder 21 IMC Manuscripts of Music for Recorder (1 of 3): Instructional materials by IMC including Recorder Level II notes and class list; Recorders with Orff Ensemble, Book II, Schott Ed., draft of volume (35 pages of text and music notation); My Recorder Reader 1: Sing and Play, Book 1, ©1978, manuscript of published volume (22 pages of music notation, images, and text) and copy of published version (20 pages of music notation, images, and text with penciled emendations).
- folder 22 IMC Manuscripts of Music for Recorder (2 of 3): Recorders with Orff Ensemble, Book 1, marked: "Mss. copy," with handwritten information: "Schott AP8154, 1982" (54 pages of text and music notation); Recorders with Orff Ensemble, Book II (note: manuscript originally titled Recorders Plus), ©1972, pub. 1974 Schott Ed. 12446, with additional handwritten information on manuscript: "Schott Ed. 12446, 1984," and manuscript is labeled "copy 2" (53 pages of text and music notation); Recorders with Orff Ensemble I, marked: "Schott 1982," and manuscript is labeled "copy 3" (34 pages of text and music notation).
- folder 23 IMC Manuscripts of Music for Recorder (3 of 3): Recorders Plus III (Incomplete), music with emendations, including titles Dance for Two; Rondino; Festival; Macedonian Dance; Odd and Even; Dancing in the Snow; Winter Song; Andante; Song for Three; Gigue; Solemn Dance; Balkan Rondo (26 pages of music).
- folder 24 IMC Published Volumes of Music for Recorder: My Recorder Primer: Sing and Play, Book a, ©1980 Brasstown Press, Brasstown, NC (20 pages of text, images, and music notation); My Recorder Reader 1: Sing and Play, Book 1, © 1978 Brasstown Press, Brasstown, NC (20 pages of text, images, and music notation); My Recorder Reader 2: Sing and Play, Book 2, © 1979 Brasstown Press, Brasstown, NC (20 pages of text, images, and music notation); My Recorder Reader 3: Sing and Play, Book 3, ©1980 Brasstown Press, Brasstown, NC (20 pages of text, images, and music notation).

folder 25 IMC Books for Recorder: Recorder Improvisational Technique, Book 2, for Alto and Soprano Recorders, ©1984 Brasstown Press, Brasstown, NC (marked: “first edition”) (2 copies, 39 pages of text and music notation per copy); Original manuscript of Recorder Improvisational Technique, Book 2, for Alto and Soprano Recorders (43 pages of text and music notation on grid paper).

Box 3

folder 31 Theory Papers for C and F Recorders and Related Correspondence (1977-81): Collections of theory and musicianship lessons by Isabel McNeill Carley for recorder players, including “Theory Papers for F Recorders, Set I,” draft of manuscript, ©1975/1986 **[?dates differ between cover and title page?]** (35 pages of text, images, and music); “Theory Papers for C Recorders,” manuscript marked “original”, ©1979 (33 pages of text, images, and music); and “Recorder Theory Papers for Beginners on C Recorders,” ms. repro. ©1990 (34 pages of text, images, and music). Folder also contains correspondence to and from Isabel McNeill Carley related to publishing above books, including persons Mimi Samuelson (for Dr. Hermann Regner), Dr. Lawrence Wheeler, and Daniel Gendason, January 1977-April 1981.

folder 39 “About Improvisation,” by Isabel McNeill Carley, repro. of reprint of article appearing in the *American Edition, Book III*, © Schott, 1978, as notated in ink on article (12 pages of text).

Box 4

folder 16 11 Cover Designs for *The Orff Echo*, Presumably by Isabel McNeill Carley.

** ** folder 16 item housed in Box 46/17:
Design for cover of *The Orff Echo*, January, 1978.

folder 21 IMC Publications and Personal Copies: *A Song Primer*, by Isabel McNeill Carley, original copy of publication, ©1974 by IMC, Brasstown Press, Inc., Brasstown, NC (20 pages of music and text); *Choristers Guild Letters*, September, 1991, including article by IMC titled “A Study Plan for Mountain Carol” (3 pages of text and music notation); music: “Doubles: Dorian Pair,” by Mary Mageau, possible original copy of music appearing in *The American Recorder*, November, 1986 (4 pages of music); music: “Berceuse for Alto Recorder and Alto Xylophone,” by IMC, ©1979 by Brasstown Press, Brasstown, NC (6 pages of music); music: “A First Folk Song Suite,” by IMC, ©1990 by Brasstown Press (20 pages of music and text); order form for recent publications of the AOSA,

1975 or later (1 page of text); Workshop Calendar of the Atlanta Area Chapter of the AOSA, including "Playing with Our Material in Ostinato Syle," by Isabel Carley (4 pages of text in total); personal copies of *The Improvisor*, Vol. 10, No. 1, Fall, 1996 and Vol. 11, No. 1, Fall, 1997; and Warren Wilson College Community Arts Registration Form, Fall, 1991, including courses "Music Plus" and "Orff Ensemble for Juniors" taught by IMC.

** **

folder 21 item housed in Box 46/18:

Address list from University of Toronto Orff Course Registration (3 pages of text).

subseries 6: Musical Works

Box 1

folder 31 Musical play (1 of 3): *A Musical Play*: for chorus (SATB), children's chorus (SSA), soloists (2 baritones), and Orff instruments (including recorders, cello). Music by Keith Bissell, ©1977.

Ms. repro. score (67 pages of music).

Commissioned by the AOSA.

folder 32 Musical play (2 of 3): *A Musical Play*: for chorus (SATB), children's chorus (SSA), soloists (2 baritones), and Orff instruments (including recorders, cello). Music by Keith Bissell, c1977.

Ms. repro. score marked "working copy" (67 pages of music with ink notes and emendations).

Commissioned by the AOSA.

Other items relating to musical play: "Revised Text for Washington Conference," repro. of original document, not dated (3 pages of text); "Finale of Children's Games," by Keith Bissell [?], strips of ms. repro. glued to paper backing, not dated (19 pages of music); instrumental parts to musical play: timpani (4 pages of music); soprano metallophone (3 pages of music); alto metallophone (6 pages of music); alto glockenspiel (2 copies: 8 pages of music each); alto xylophone (9 pages of music); [continued in next folder].

** **

folder 23 item housed in Box 46/4:

"Chorus: 'The King Has Come'," ms. repro. score, not dated (10 pages, inclusive of an additional small sheet of paper (glockenspiel part)).

folder 33 Musical play (3 of 3): Instrumental parts to musical play: soprano glockenspiel (3 copies: 6 pages of music each); soprano xylophone (7 pages of music); soprano

metallophone (3 pages of music); alto glockenspiel (8 pages of music); bass xylophone (2 copies, 8 pages of music each); small percussion (cymbal, tamborine, snare drum) (2 copies, 5 pages of music (incomplete part) and 8 pages of music (complete)); timpani (4 pages of music); alto xylophone (9 pages of music); alto glockenspiel (2 parts, 4 pages of music (incomplete) and 8 pages of music (complete)); “Children’s Dance,” ms. repro. score (8 copies, 1 page of music each); “Finale of Children’s Games,” ms. repro. score (10 copies, 1 page of music each).

Box 2

folder 16 Chinese and Taiwanese Folk Songs: 161 pages of hand-engraved music notation with accompanying handwritten characters and translated text in English.

** ** folder 16 items housed in Box 46/6:
Oversized folk songs from the folder.

Box 3

folder 21 Workshop Copies of Music from *Carols and Anthems*: 16 pages of reprints of music from Volumes I and II, translated and edited by Isabel McNeill Carley. Folder also contains “Orff-Schulwerk: Past and Future,” by Carl Orff, reprint of article appearing in *Re-Echoes, Book I*, ©AOSA 1983 (4 pages of text); Carl Orff quotation taken from *Source Book III*, ©1966 MENC (1 page of text); musical setting of Psalm 23 (1 page of music) with attached text (2 pages of text); list of Orff repertoire for children’s or youth choir; 4 pages of Christmas-related music; and a membership report from the AOSA board meeting, January 29-30, 1977 (1 page of text).

folder 22 Student Compositions from Denver University: “The Lord’s My Shepherd,” by Karen Willes, ms. reprint of score, 1984 (16 pages of music); “Two Dances,” by unidentified author(s), ms. reprint of score, not dated (5 pages of music); “Jellicle Cats,” by Eric Adelman, ms. reprint of score, not dated (2 pages of music); “Jellicle Cats: A Rondo,” by Jeannine Stephan, ms. reprint of score, 1983 (4 pages of music); “Sky Boat Song,” by Nancy Ekberg, original manuscript of score, 1983 (3 pages of music and movement directions); “Hop Up, My Ladies,” arr. by Gail Kuster, ms. reprint of score, 1983 (6 pages of music and movement directions).

folder 24 Original Music (1 of 5): *The Magic Circle: Activity Songs and Singing Games*, by Isabel McNeill Carley, ©1986, draft of manuscript (69 pages of text, images, and music notation).

- folder 25 Original Music (2 of 5): *The Night Before Christmas*, by Clement Moore/arr. Isabel McNeill Carley, ©1978, original manuscript of score (13 pages of music).
- folder 26 Original Music (3 of 5): *The Night Before Christmas*, by Clement Moore/arr. Isabel McNeill Carley, ©1979, draft of manuscript (28 pages of text and music). Folder also contains several loose sheets of parts from *The Night Before Christmas*; an arrangement of “Jingle Bells,” (9 pages of music); and “Festive Peal,” by Isabel McNeill Carley (4 pages of music).
- folder 27 Original Music (4 of 5): *For Recorder and Drum*, by Isabel McNeill Carley, ©1979, draft of manuscript (91 pages of music and text).
- folder 28 Original Music (5 of 5): “Two Villancicos,” from *Music for Children*, pub. Schott, 1977 (16 pages of music and text) and “Over by the Riverside,” 15th century, arr. Isabel McNeill Carley, repro. of score, not dated (1 page of music).

Box 4

- folder 12 Musical Scores and Performance Notes by George Self, including compositions *Two Groups: for Twelve Instruments*, ©1966 by Novello and Co., Ltd. (7 pages of text and music notation) and *Silverthorne: for Percussion, Wind and Strings*, ©1967 by Universal Edition (London) Ltd., London (2 pages of music notation).
- folder 17 Church Music and Related Documents (1 of 2): “Our Experience of God,” by Robert J. Ralls, repro. of transcript of sermon preached September 23, 1979, Asheville, NC (5 pages of text); texts to Psalms 47, 90, 113, 130, 146; handwritten notes and outlines relating to the instruction of choir, music history (centered around music in the church), and Montessori; musical scores to “Amazing Grace,” “¡I Vamos Pastorcitos (from Avila),” “Simple Gifts,” and “Gentle Mary Laid Her Child”; and “On Such A Night as This,” by Virginia Ebinger, possible original copy of article from *Choristers Guild Letters*, October, 1976 (4 pages of text, images, and music notation).
- folder 18 Church Music and Related Documents (2 of 2): Religion-themed ephemera; “Orff in Church,” by Isabel McNeill Carley, typewritten draft of article appearing in unidentified periodical, marked ©1985 by Isabel McNeill Carley (4 pages of text); texts for improvisation; “Training the Child’s Singing Voice in the Kodály Classroom,” by Martha Rosacker, possible original copy of article appearing in unidentified issue of publication by the International Kodály Symposium, not dated (2 pages of text); handwritten class plan and related notes; music: “¡I Vamos Pastorcitos (from Avila),” from *Fresh Airs* by James Carley, ©Brasstown Press, 1985 (1 page of music with text); handwritten notes on music for children

in the church; handwritten notes on Taichung lecture/demonstration; music: “Villancico from Avila,” by William Billings, 1770, translated by Isabel Carley (1 page of music with text); music: “Huron Carol: Jesus Ahahtonyo,” translated by J. E. Middleton, not dated (1 page of music and text); music: “Come, Let Us Join Our Cheerful Songs,” Johann Crüger, setting by Günther Kretzschmar, 1961 (1 page of music and text); music: “All People That on Earth Do Dwell,” by Louis Bourgeois, setting by Jürgen Becker-Foss, 1962 (1 page of music and text); music: “The Spirit of the Lord Revealed,” by David Wolder, setting by Manfred Schlenker, 1963 (1 page of music and text); excerpt from *Orff Times*, Vol. 1, No. 2, 1980: “Love Is Come Again: A Carol for Easter,” by unidentified author(s) (2 pages of text and music notation); handwritten notes and musical excerpts for use in Orff-Schulwerk instruction.

Box 22

- folder 19 Musical Play — *Auto de Natal* by Maria de Lourdes Martins
- folder 20 Musical Play — *A Baker’s Dozen* by Frazee/Steen
- folder 21 Musical Play — *This is the Day: Songs for Special Days* by Frazee/Steen
- folder 22 Musical Play – *Recorder Plus* by Isabel McNeill Carley
- folder 23 Musical Play – *Strawberry Fair* by Jane Frazee
- folder 24 Musical Play – *For Hand Drums and Recorder* by Isabel McNeill Carley
- folder 25 Musical Play – *The Ancient Face of Night* by Gerald P. Dyck
- folder 26 Musical Play – *Discovering Keetman* by Jane Frazee
- folder 27 Musical Play – *African Songs for School and Community* by Robert Mawuena Kwami
- folder 28 Musical Play – *Just Like You And Me* by Burt/Allen

Box 40

- folder 24 Canons: “A Round of Goodbyes” ; “The Duchess at Tea,” by Pat Shaw; “The Joy of Music,” by Peter Sidaway; “Be Like A Bird” ; “Con amore,” by Jos Wuytack; “Wake-Up Round,” by Sue Ribauda; “Gaudeamus Hodie” (“Let Us Rejoice

Today”), by Natalie Sleeth; “Boompomdoodloota,” by Jos Wuytack; “Eurythmie (Che Gusto),” by Antonio Caldara; and “Greet the Morning,” music by Jos Wuytack and words by Linda Ahlstedt.

folder 25

Published Music: *Canti Popolari Italiani: Ten Italian Folksongs for two Descant Recorders and Guitar Accompaniment*, by Pavil Klupil, ©1982 by Universal Edition A. G., Wien; and *The Moore Classroom Instructor for the “Aman” Recorder*, by E. C. Moore, ©1938 by Appleton Music Publications, Inc., Appleton, Wis.

Series 3: Publications

subseries 1: The Orff Echo

Box 5

- folder 1 *The Orff Echo*: Bound volume of the magazine of the AOSA, issues Vol. I, No. 1, November 1968 – Vol. XV, No. 4, Summer 1983.
- folder 2 *The Orff Echo*: Vol. XVI, No. 1, Fall 1983 – Vol. XVII, No. 3, Spring 1985 (Vol. XVII, No. 3 erroneously labeled as “Vol. XVIII, No. 3”).
- folder 3 *The Orff Echo*: Vol. XVIII, Nos. 1-4, Fall 1985 – Summer 1986.
- folder 4 *The Orff Echo*: Vol. XIX, Nos. 1-3, Fall 1986 – Spring 1987.
- folder 5 *The Orff Echo*: Vol. XX, Nos. 1-4, Fall 1987 – Summer 1988.
- folder 6 *The Orff Echo*: Vol. XXI, Nos. 1-4, Fall 1988 – Summer 1989.
- folder 7 *The Orff Echo* (1 of 2): Vol. XXII, Nos. 1-4, Fall 1989 – Summer 1990.
- folder 8 *The Orff Echo*: (2 of 2): Vol. XXII, Nos. 1-4, Fall 1989 – Summer 1990.
- folder 9 *The Orff Echo*: Vol. XXIII, Nos. 1-4, Fall 1990 – Summer 1991.
- folder 10 *The Orff Echo*: Vol. XXIV, Nos. 1-4, Fall 1991 – Summer 1992.
- folder 11 *The Orff Echo*: Vol. XXV, Nos. 1-4, Fall 1992 – Summer 1993.
- folder 12 *The Orff Echo*: Vol. XXVI, Nos. 1-4, Fall 1993 – Summer 1994.
- folder 13 *The Orff Echo*: Vol. XXVII, Nos. 1-4, Fall 1994 – Summer 1995.
- folder 14 *The Orff Echo*: Vol. XXVIII, Nos. 1-4, Fall 1995-Summer 1996.
- folder 15 *The Orff Echo*: Vol. XXIX, Nos. 1 and 3, Fall 1996 and Spring 1997.
- folder 16 **[Marked “Orff Echo 1997-1998 volume XXX” but contents lacking].**

Box 24

<u>folder 1</u>	<i>The Orff Echo</i> . Vol. I, Nos. 1-4
<u>folder 2</u>	<i>The Orff Echo</i> . Vol. II, Nos. 2-3
<u>folder 3</u>	<i>The Orff Echo</i> . Vol. III, Nos. 1-3
<u>folder 4</u>	<i>The Orff Echo</i> . Vol. IV, Nos. 1-3
<u>folder 5</u>	<i>The Orff Echo</i> . Vol. V, Nos. 1-3
<u>folder 6</u>	<i>The Orff Echo</i> . Vol. VI, Nos. 1-3
<u>folder 7</u>	<i>The Orff Echo</i> . Vol. VII, Nos. 1-3
<u>folder 8</u>	<i>The Orff Echo</i> . Vol. VIII, Nos. 1-3
<u>folder 9</u>	<i>The Orff Echo</i> . Vol. IX, Nos. 1-3
<u>folder 10</u>	<i>The Orff Echo</i> . Vol. X, Nos. 1-3
<u>folder 11</u>	<i>The Orff Echo</i> . Vol. XI, Nos. 1-4
<u>folder 12</u>	<i>The Orff Echo</i> . Vol. XII, Nos. 1-4
<u>folder 13</u>	<i>The Orff Echo</i> . Vol. XIII, Nos. 1-4
<u>folder 14</u>	<i>The Orff Echo</i> . Vol. XIV, Nos. 1-4
<u>folder 15</u>	<i>The Orff Echo</i> . Vol. XV, Nos. 1-4
<u>folder 16</u>	<i>The Orff Echo</i> . Vol. XVI, Nos. 1-4
<u>folder 17</u>	<i>The Orff Echo</i> . Vol. XVII, Nos. 1-4
<u>folder 18</u>	<i>The Orff Echo</i> . Vol. XVIII, Nos. 1-4
<u>folder 19</u>	<i>The Orff Echo</i> . Vol. XIX, Nos. 1-4
<u>folder 20</u>	<i>The Orff Echo</i> . Vol. XX, Nos. 1-4
<u>folder 21</u>	<i>The Orff Echo</i> . Vol. XXI, Nos. 1-4
<u>folder 22</u>	<i>The Orff Echo</i> . Vol. XXII, Nos. 1-4

- folder 23 *The Orff Echo*. Vol. XXIII, Nos. 1-4
- folder 24 *The Orff Echo*. Vol. XXIV, Nos. 1-4
- folder 25 *The Orff Echo*. Vol. XXV, Nos. 1-4
- folder 26 *The Orff Echo*. Vol. XXVI, Nos. 1-4
- folder 27 *The Orff Echo*. Vol. XXVII, Nos. 1-4
- folder 28 *The Orff Echo*. Vol. XXVIII, Nos. 1-4
- folder 29 *The Orff Echo*. Vol. XXIX, Nos. 1-4
- folder 30 *The Orff Echo*. Vol. XXX, Nos. 1-4
- folder 31 *The Orff Echo*. Vol. XXXI, Nos. 1-4
- folder 32 *The Orff Echo*. Vol. XXXII, Nos. 1-4
- folder 33 *The Orff Echo*. Vol. XXXIII, Nos. 1-4

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- folder 26 *The Orff Echo*. Vol. XXXIV, Nos. 1-4.
- folder 27 *The Orff Echo*. Vol. XXXV, Nos. 1-4.
- folder 28 *The Orff Echo*. Vol. XXXVI, Nos. 1-3.

subseries 2: Supplement to The Orff Echo

Box 5

- folder 17 Supplemental Bulletins for *The Orff Echo*: Vol. I, Nos. 1-4, January 1969 – May 1969; Vol. II, Nos. 1-3, February 1970 – May 1970; Vol. III, Nos. 1-2, February, 1971 – June 1971; Vol. IV, Nos. 1-3, October 1971 – April 1972; “Highlights from the Fourth Annual Conference,” supplemental bulletin dated April 14-16, 1972; “Highlights from the Fifth Annual Conference [in Minneapolis],” supplemental bulletin dated 1973; supplemental bulletin including directory of

persons involved with the National Executive Board, National Members-At-Large, Historian, Membership Chairperson, and National Advisory Board, dated 1974-75; correspondence from persons Arnold Burkart (1968) and Mary Stringham (not dated) to AOSA officials; various membership lists and directory supplements (1971-76);

folder 18 Historical Publications: Official program of the first conference of the AOSA, Ball State University, Muncie, Ind., April 17-19, 1969 (8 pages of text); "In Memoriam Carl Orff (1895-1982)," Lilo Gersdorf, ed., published by the Orff Institute, Salzburg, 1982 and reprinted by the AOSA the same year (15 pages of text and B&W images).

Box 24

folder 34 The Supplemental Echo – Supplement No. 1
folder 35 AOSA Supplement No. 1-2, 4-6
folder 36 AOSA Supplement No. 8, 11-13

subseries 3: Orff-Schulwerk Informationen

Box 6

folder 1 *Orff-Schulwerk Informationen*: Vols. 2-10 (missing 5, 6, and 9), July 1965 – January 1973.

folder 2 *Orff-Schulwerk Informationen*: Vols. 11-24 (missing 16), July 1973 – December 1979.

folder 3 *Orff-Schulwerk Informationen*: Vols. 25-35, May 1980 – June 1985.

folder 4 *Orff-Schulwerk Informationen*: Vols. 36-40, November 1985 – December 1987.

folder 5 *Orff-Schulwerk Informationen*: Vols. 41-50, June 1988 – December 1992.

folder 6 *Orff-Schulwerk Informationen*: Vols. 51-60 (missing 56-58), Summer 1993 – Summer 1998.

folder 7 *Orff-Schulwerk Informationen*: Vols. 61-62; "Bibliographisches Verzeichnis der Hefte 1 – 60 (1964-1998)."

Box 17

folder 20 *Orff Schulwerk Informationen 50, Winter 1992-93.*

Box 25

folder 2 Orff-Schulwerk Informationen No. 1, 3-8

folder 3 Orff-Schulwerk Informationen No. 20, 34, 36, 56-57

folder 4 Orff-Schulwerk Informationen No. 59-60, 62-63, 65

subseries 4: Membership directories

Box 3

folder 15 Early Orff Conferences: Early conference notes from conferences in Boston, Mass. (1974), Portland, Ore. (1982), Las Vegas, Nev. (1984), and Tempe, Ari. (not dated); reprints of articles, with citation in ink “Bellflower 1968”: “Language and Literature,” by Dean Flower (3 pages of text), “A Folklorist Looks at Orff-Schulwerk,” by Bess Lomax Hawes (3 pages of text), “The Place of Authentic Folk Music in Music Education,” possible by Dean Flower (7 pages of text); notebook by Isabel McNeill Carley titled “Bellflower CTS Course”; informational brochure for Carl Orff “Music for Children” Summer Session for Teachers held at the University of Toronto, July 2-19, 1968; 1 B&W photograph titled Carley: IMC at first AOSA Conference with my demonstration group, 1969; program from the Ball State University Orff-Schulwerk Association Conference, April 18, 1969; informational brochure for Carl Orff “Music for Children” Summer Session for Teachers, July 7-26, 1969; program from the National Conference of the Orff-Schulwerk Society of Canada held at the University of Toronto, January 25-26, 1975; and program from the Orff Conference on Elementary Music Education held at the University of Toronto, July 26-28, 1962.

folder 43 Notes by IMC and Miscellaneous from Other Conferences: 29 pages of typewritten notes in outline format and handwritten notes in ink on a Kodály clinic given by Mary Goetze; “Orff-Schulwerk: Past and Future,” by Carl Orff, translated by Margaret Murray, reprint of text transcript of speech delivered at the opening of the Orff Institute in Salzburg, October 25, 1963, and ©1963 B. Scotts Soehne, Mainz (7 pages of text); and program from Whole Learning Conference at Oak Ridge High School, Oak Ridge, Tenn., March 16, 1991 (7 pages of text and images).

Box 4

- folder 11 Notes from Conferences at Ball State University (not dated), Portland (1982), Cleveland (1983), Detroit (1988), and Atlanta (1989); Notes from workshops on Recorder and Early Music; and Miscellaneous Including “Catalogue of Music for the Recorder,” issued by Schott, 2 examination books titled “Piano”, “Annotated Bibliography on the Teaching of the Fine Arts,” by Isabel McNeill, possible original copy of document, March 13, 1942 (9 pages of text).
- folder 15 Documents Relating to the 25th Anniversary National Conference of the AOSA (1993): Information on conference presenters; memo from Pat Hughes to Doug Wilson, Sheran Fiedler, Marilyn Davidson, Tossi Aaron, Arnold Burkart, Norm Goldberg, Isabel Carley, Vivian Velasquez, Ruth Hamm, Carol Huffman, Jim Tintor, and Meg de Mouglin on the AOSA history project; collection of questions from various AOSA chapters pertaining to the development of Orff-Schulwerk and the AOSA; and schedule of presentations prepared for IMC.
- folder 24 Conference Materials (1984-98): Program from Detroit, Mich. Conference, November 13-16, 1975; excerpt from *Reverberations: Newsletter of the American Orff-Schulwerk Association*, Summer, 1998 (6 pages of text and images); repro. of article “Isabel McNeill Carley Honored with Distinguished Service Award,” by unidentified author(s), probably appearing in *Reverberations*, not dated (1 page of text and images); small handwritten note to Isabel McNeill Carley from “Judith”; “Introduction to Schulwerk,” schedule and informative guide for the AOSA Las Vegas, Nev. Conference, November 8-10, 1984 (28 pages of text, images, and music notation); notebook of notes on the AOSA Boston Conference, 1986 (12 pages of text); 7 programs from the AOSA Dallas, Tex. Conference, November, 1995; program from AOSA National Conference in Bellevue, Washington, November, 1997; course material for Percussion Technique, Ensemble, and Polyrythms, taught by Jim Solomon, Atlanta Geo., October, 1995 (16 pages of text, images, and music notation); “Why We Are Here,” by Joachim Matthesius, draft of speech delivered at the Fourth Annual Convention of the AOSA, not dated (3 pages of text); correspondence between Beth Miller and Isabel McNeill Carley and informational papers pertaining to the AOSA Atlanta, Geo. Conference, November 8-12, 1989; informational brochure and handwritten notes pertaining to the AOSA National Conference in Minneapolis, Minn., November 4-8, 1992; invitation to the 25th Anniversary AOSA National Conference in Indianapolis, Ind., November 10-14, 1993.

Box 6

- folder 8 AOSA Membership Directories (1 of 7): 1972-77.
- folder 9 AOSA Membership Directories (2 of 7): 1977-80.
- folder 10 AOSA Membership Directories (3 of 7): 1983-86.
- folder 11 AOSA Membership Directories (4 of 7): 1986-87.
- folder 12 AOSA Membership Directories (5 of 7): 1989-90.
- folder 13 AOSA Membership Directories (6 of 7): 1992-94.
- folder 14 AOSA Membership Directories (7 of 7): 1994-96.

Box 25

- folder 5 Membership Directories 1969-72 (supplements).
- folder 6 Membership Directories 1979-80, 1980-81.
- folder 7 Membership Directories 1981-82, 1982-83, 1990-91.
- folder 8 Membership Directories 1995-96, 1996-97.
- folder 9 Membership Directories 1997-98, 1998-99.
- folder 10 Membership Directories 1999-2000, 2000-01.

Box 40

- folder 29 Carl Orff Canada Membership Directory (1994-95).
- folder 30 AOSA Directory (2002-03).
- folder 31 AOSA Directory (2003-04).

subseries 5: Miscellaneous publications

Box 6

- folder 15 Miscellaneous Orff-Schulwerk-Related Publications (1 of 4): *Newsletter of Orff-Schulwerk in the United States*, Vol. 1, Nos. 1-4 (No. 3 lacking), Vol. 2, Nos. 1-3, and Vol. 3, Nos. 1-4; *Lyons Teacher-News*, Vol. 24, No. 1, Fall/Winter 1975;

programs from Orff-Schulwerk International Symposiums, Nos. 2 (May 1968), 3 (June 1969), and 4 (April 1970); "Orff-Schulwerk Observation Guide," prepared by J. R. Harsh, January 1967 (6 pages of text); "Orff-Schulwerk Guide for Elementary School Curriculum," by Gertrud Orff, typewritten preliminary draft of ESEA Title III Project in Bellflower, Cal., June 1968 (10 pages of text); *PACE Symposium Report*, by Bellflower Unified School District, Bellflower, Cal., June 1967; Bellflower Project documents: "A Folklorist Looks at Orff-Schulwerk," by Bess Lomax Hawes, to be published in 1968 (3 pages of text); "Summary of the First International Symposium on Orff-Schulwerk in the United States," Martha Maybury Wampler, Project Director, to be published in 1968 (2 pages of text); "The Instrumental Forces of Orff-Schulwerk," by unidentified author(s) (3 pages of text); bibliographies by Dr. Dean Flower and Mrs. Bess Hawes; "Schulwerk and Music Therapy," by Carl Orff, typewritten excerpt of speech given in Germany in the annual Medical Association Convention, not dated (5 pages of text); "What Makes A Person Creative?" by Donald W. MacKinnon, February, 1962 (6 pages of text); "Children...and Ourselves: Music-Making for Children," by unidentified author(s), August 23, 1967 (1 page of text); "Orff-Schulwerk's Place in Educational Change," by Martha Maybury Wampler, reprint of editorial published in 1968 (2 pages of text); "Schulwerk Experience Reflected in Children's Drawings," by Marie Sander, January 1968 (8 pages of text and images); "Paradox in American Musical Culture," by Dr. William Hutchinson, to be published in 1968 (3 pages of text); 2 pages of informational documents on Bellflower Project; articles: "Orff Schulwerk Here in Czechoslovakia?" by Vladimir Simek, repro. of article appearing in unidentified periodical, not dated (2 small pages of text); "Orff-Schulwerk in India," by Jean Twiss, repro. of article appearing in unidentified periodical, not dated (1 small page of text); "Orff-Schulwerk: Feeling for Balance and Symmetry," by Marjorie Blackburn, repro. of article appearing in *Teachers World*, August 4, 1967 (1 page of text and music notation); "Orff-Schulwerk with Family Grouping," by Yvonne Perret, repro. of article appearing in unidentified periodical, not dated (1 small page of text); "Orff, Song and Tradition," by Keith Bissel, repro. of article appearing in unidentified periodical, not dated (3 pages of text); 1 small page of musical examples.

folder 16 Miscellaneous Orff-Schulwerk-Related Publications (2 of 4): *Ludi Musici*, by Wilhelm Keller, copies of Vols. 1, 2, and 4, ©1970, 1975 by Fidula Boppard; *Orff-Schulwerk Gesellschaft in der Bundesrepublik Deutschland, 25 Jahre*, © December 1987; and *Orff-Schulwerk: Introduction to Music for Children*, by Wilhelm Keller, ©1963 by B. Schott's Sohne.

folder 17 Miscellaneous Orff-Schulwerk-Related Publications (3 of 4): Articles including "Orff's 'Schulwerk'," by Werner Thomas, original copy of article appearing in AOSA Supplement No. 4, Fall 1974 (6 pages of text); "The Proliferation of Orff-Schulwerk," by Dr. Herbert Zipper, original copy of transcript of speech given November 14, 1974 and appearing in AOSA Supplement No. 5, March 1975 (6 pages of text); "'Music for Children,' Past, Present, Future," by Doreen Hall and

“The Essence of the Schulwerk,” by Joachim Matthesius, original copy of AOSA Supplement No. 7, Spring 1976 (7 pages of text); documents in memory of Carl Orff, 1982-88; “Henrietta Rosenstrauch: A Tribute,” by Inge Witt-Feiler, not dated (23 pages of text and images).

folder 18 Miscellaneous Orff-Schulwerk-Related Publications (4 of 4): Informational brochures (2); “The First Five Years,” by Arnold E. Burkart, original copy of article appearing in the AOSA Supplement No. 2, 1973 (12 pages of text); *Keeping Up with Music Education: Classroom Resource Series*, No. 1, by Arnold E. Burkart, ©1975; “Einführung in ‘Musik für Kinder’,” by Wilhelm Keller, original copy of publication *Orff-Schulwerk*, ©1963 by B. Schott’s Söhne, Mainz, Germany; *Österreichische Musikzeitschrift: Das Orff-Schulwerk*, September 1962; “10 Jahre Orff-Institut: Eine Dokumentation,” original copy of publication, ©1972; “Do It With Joy: A Short History of the American Orff-Schulwerk Association,” 1972 or later (14 pages of text and B&W images); “Live With Joy: A Short History of the American Orff-Schulwerk Association,” not dated (14 pages of text and B&W images).

Box 25

folder 1 Orff Re-Echoes, Book II
folder 11 10 Jahre Orff-Institut
folder 12 30 Jahre
folder 13 Bulletin Vol. XXXIV, No. 1
folder 14 Carl Orff Canada Bulletin No. 1-5
folder 15 Carl Orff Canada Bulletin No. 6-9
folder 16 Educação Musical Revista No. 107
folder 17 Guidelines for Orff-Schulwerk Training Courses Levels I-III
folder 18 Lyons Music News Vol. 20, No. 3
folder 19 Musette 1999-2001
folder 20 Musicerende Jeugd Nieuws No. 79-82, 84
folder 21 Musicerende Jeugd Nieuws No. 85-87
folder 22 The Orffbeat Vol. XXVIII, No. 2, Vol. XXIX, No. 1-2
folder 23 Orff-Institut Jahrbuch 1962
folder 24 Orff-Institut Jahrbuch 1963
folder 25 Orff-Institut Jahrbuch III
folder 26 The Orff Recorder Vol. I, No. 1, Vol. III, No. 1, Vol. V, No. 1
folder 27 Orff-Schulwerk
folder 28 The Orff-Schulwerk in American Education by Dr. Arnold Walter
folder 29 Orff-Schulwerk in Der Welt Von Morgen
folder 30 Orff-Schulwerk Society
folder 31 Orff Today No. 1, 3
folder 32 Ostinato Vol. 23, No. 1, Vol. 24, No. 2-3, Vol. 25, No. 2

folder 33 Ostinato Vol. 25, No. 3, Vol. 26, No. 1-3
folder 34 Ostinato Vol. 27, No. 1-3
folder 35 Recorder and Music Magazine

Box 40

folder 32 Bulletin of the Orff-Schulwerk Association of New South Wales and the Orff-Schulwerk Association Victoria Newsletter, selected issues from 1980-86.

folder 33 40 Jahre Orff Institut 1961-2001.

folder 34 *Musette*, Vol. 27, Issue 4, July/August 2002.

folder 35 *The Orff Beat: Official Bulletin of the Orff-Schulwerk Society of Southern Africa*, 1976-81.

folder 36 *The Orff Beat: Official Bulletin of the Orff-Schulwerk Society of Southern Africa*, 1983-94.

folder 37 2 informational brochures for Orff-related programs and *The Orff Beat*, Vol. XXXI, Nos. 1-2, April-September 2002.

folder 38 *Orff-Schulwerk Aktuell*, Vols. 1-7, 1971(?) – 1973.

folder 39 *Orff Today: Bulletin of the Orff Foundation*, No. 4/5, 2001/02.

folder 40 Bulletin of Carl Orff Canada, March 1975 – August 1978.

folder 41 *Ostinato*, Bulletin of Carl Orff Canada (1 of 2): Nos. 23, 24, 35-38, 40, 42, 43, 45.

folder 42 *Ostinato*, Bulletin of Carl Orff Canada (2 of 2): Vol. 20, No. 2 – Vol. 22, No. 3 (missing Vol. 22, No. 1).

folder 43 Πυθμοί (Greek Carl Orff Publication), 1992-94.

Box 41

folder 1 *Reverberations: Newsletter of the AOSA*, Spring 2002 – February 2004.

folder 2 *Student Times*, newsletter of the American Choral Directors Association, Vol. 8, No. 2, Spring 1995.

Series 4: Conferences

Box 6

- folder 19 Publications from Salzburg Conferences: “Symposion 1980 Orff-Schulwerk: Eine Dokumentation,” by the Orff-Institut, Salzburg, June 27 – July 2, 1980 (68 pages of text and images); “Orff-Schulwerk International Begegnungen: Berichte über die Aufnahme und Entwicklung von Anregungen des Orff-Schulwerks,” (Reports about the Acceptance and Development of Stimuli from Orff-Schulwerk), by the Orff-Schulwerk Forum Salzburg, December 1990 (185 pages of text and graphs).
- folder 20 Publication from Salzburg Symposium 1995, International Symposium in Honour of the 100th Birthday of Carl Orff ©1996 by Orff-Schulwerk Forum Salzburg (150 pages of text, images, and music notation);
- folder 21 Orff-Institut Jahrbücher (Orff Institute Year-Books): Vols. 1962-68 in German and 1 copy of 1962 yearbook in English.
- folder 22 Orff-Schulwerk Publications: *Keeping Up with Experimental Music in the Schools*, Vol. 1, No. 1, September-October 1974 and *Keeping Up with Orff-Schulwerk in the Classroom*, Vol. 1, 1973-74, Arnold E. Burkart, Ed.; Vol. 1, Nos. 1-3, September 1973-January 1974; Vol. 2, No. 1, September-October 1974; Vol. 5, Nos. 1-5, September-October 1977 – May-June 1978; Vol. 6, Nos. 1-5, September-October 1978 – May-June 1979; Vol. 7, Nos. 1-5, September-October 1979 – May-June 1980; Vol. 8, Nos. 1-5, September-October 1980 – May-June 1981; Vol. 9, Nos. 1-3, September-October 1981 – January-February 1982.
- folder 23 Miscellaneous Publications: *Music for People: Connections*, Winter 1990-Spring 1992.

Box 7

- folder 1 Conference Programs 1975-1976
- folder 2 Conference Programs 1975-1976
- folder 3 First Conference Program 1969
- folder 4 Conference Programs 1977-80
- folder 5 Conference Notebook 1977
- folder 6 Conference Notebook 1978

folder 7 Conference Notebook 1979 (1 of 4)

folder 8 Conference Notebook 1979 (2 of 4)

folder 9 Conference Notebook 1979 (3 of 4)

folder 10 Conference Notebook 1979 (4 of 4)

folder 11 Conference Notebook 1980 (1 of 2)

folder 12 Conference Notebook 1980 (1 of 2)

folder 13 Assistant Conference Chairman's Notebook 1977-80

folder 14 Conference Programs 1981-82

folder 15 Conference Notebook 1981 (1 of 8)

folder 16 Conference Notebook 1981 (2 of 8)

folder 17 Conference Notebook 1981 (3 of 8)

folder 18 Conference Notebook 1981 (4 of 8)

folder 19 Conference Notebook 1981 (5 of 8)

** ** folder 19 item housed in Box 46/19:
Excerpt from *The Albuquerque Journal*, May 29, 1981.

folder 20 Conference Notebook 1981 (6 of 8)

folder 21 Conference Notebook 1981 (7 of 8)

** ** folder 21 items housed in Box 46/20:
Materials from AOSA Conference in Albuquerque, NM, 1981.

folder 22 Conference Notebook, 1981 (8 of 8)

folder 23 Assistant Conference Chairman's Notebook 1981-82

folder 24 Conference Notebook 1982 (1 of 4)

folder 25 Conference Notebook 1982 (2 of 4)

Box 8

- folder 1 Conference Notebook 1982 (3 of 4)
- folder 2 Conference Notebook 1982 (4 of 4)
- folder 3 Conference Programs 1983-85 (1 of 2)
- folder 4 Conference Programs 1983-85 (2 of 2)
- folder 5 Conference Notebook 1983 (1 of 5)
- folder 6 Conference Notebook 1983 (2 of 5)
- folder 7 Conference Notebook 1983 (3 of 5)
- folder 8 Conference Notebook 1983 (4 of 5)
- folder 9 Conference Notebook 1983 (5 of 5)
- folder 10 Conference Notebook 1984 (1 of 2)
- folder 11 Conference Notebook 1984 (2 of 2)
- folder 12 Conference Program 1985
- folder 13 Conference Program 1986
- folder 14 Conference Programs 1987
- folder 15 Conference Notebook 1987 (1 of 3)
- folder 16 Conference Notebook 1987 (2 of 3)
- folder 17 Conference Notebook 1987 (3 of 3)
- folder 18 Conference Programs 1988
- folder 19 Conference Notebook 1988 (1 of 3)

Box 9

- folder 1 Conference Notebook 1988 (2 of 3)

<u>folder 2</u>	Conference Notebook 1988 (3 of 3)
<u>folder 3</u>	Conference Program 1989
<u>folder 4</u>	Conference Programs 1990 (1 of 2)
<u>folder 5</u>	Conference Programs 1990 (2 of 2)
<u>folder 6</u>	Conference Notebook 1990 (1 of 3)
<u>folder 7</u>	Conference Notebook 1990 (2 of 3)
<u>folder 8</u>	Conference Notebook 1990 (3 of 3)
<u>folder 9</u>	Conference Program 1991
<u>folder 10</u>	Conference Programs 1992
<u>folder 11</u>	Conference Notebook 1992
<u>folder 12</u>	Conference Notebook 1992
<u>folder 13</u>	Conference Notebook 1992
<u>folder 14</u>	*MISSING* Conference Notebook 1993 *MISSING*
<u>folder 15</u>	Conference Notebook 1993 (2 of 2)
<u>folder 16</u>	Conference Programs 1993
<u>folder 17</u>	Conference Program 1994
<u>folder 18</u>	Conference Programs 1995

Box 22

<u>folder 1</u>	1999 National Conference of the AOSA – Planning Materials
<u>folder 2</u>	2000 National Conference of the AOSA – Conference Program
<u>folder 3</u>	2000 International Orff-Schulwerk Symposium – Orff-Schulwerk in Lifelong Learning

- folder 4 2000 National Conference of the AOSA – Planning Materials
- folder 5 2001 National Conference of the AOSA – Conference Program
- folder 6 2001 National Conference of the AOSA – Planning Materials
- folder 7 2002 National Conference of the AOSA – Planning Materials
- folder 8 2003 National Conference of the AOSA – Planning Materials
- folder 9 Notes from Various Conference Workshops 1971-1996

Box 26

- folder 1 First Conference of the Orff-Schulwerk Association – Official Program
- folder 2 Second Annual Conference of the Orff-Schulwerk Association – Program
- folder 3 Third Annual Conference of the Orff-Schulwerk Association – Program
- folder 4 Fourth Annual Conference of the AOSA – Official Program
- folder 5 Program Reports of the 1972 AOSA Conference
- folder 6 Fifth Annual AOSA Conference – Official Program
- folder 7 Highlights from the Fifth Annual AOSA Conference
- folder 8 Fifth Annual AOSA Conference – Ephemera
- folder 9 The Sixth Annual AOSA Conference – Program
- folder 10 Seventh Annual AOSA Conference – Program
- folder 11 Seventh Annual AOSA Conference – Session Evaluations
- folder 12 Eighth Conference of the AOSA – Program
- folder 13 Eighth Conference of the AOSA – Session Notes
- folder 14 Eighth Conference of the AOSA – Session Evaluations

<u>folder 15</u>	Ninth Conference of the AOSA – Program
<u>folder 16</u>	Tenth Conference of the AOSA – Program
<u>folder 17</u>	Tenth Conference of the AOSA – Multi-Choice Notes
<u>folder 18</u>	1977 Conference of the AOSA – Planning Materials
<u>folder 19</u>	1978 Conference of the AOSA – Program
<u>folder 20</u>	1978 Conference of the AOSA – Multi-Choice Notes
<u>folder 21</u>	1978 Conference of the AOSA – Planning Material
<u>folder 22</u>	1979 Conference of the AOSA – Planning Material
<u>folder 23</u>	1980 National Conference of the AOSA – Program
<u>folder 24</u>	1980 National Conference of the AOSA – Multi-Choice Notes
<u>folder 25</u>	Fifteenth National Conference of the AOSA – Program
<u>folder 26</u>	1982 National Conference of the AOSA – Program
<u>folder 27</u>	Seventeenth National Conference of the AOSA – Program
<u>folder 28</u>	Eighteenth National Conference of the AOSA – Local Conference Chairperson’s Notebook
<u>folder 29</u>	Nineteenth National Conference of the AOSA – Conference Program
<u>folder 30</u>	Nineteenth National Conference of the AOSA – Session Notes
<u>folder 31</u>	Nineteenth National Conference of the AOSA – Planning Notebook
<u>folder 32</u>	Twentieth National Conference of the AOSA – Program
<u>folder 33</u>	Twentieth National Conference of the AOSA – Introduction to Schulwerk
<u>folder 34</u>	Twenty-First National Conference of the AOSA – Program
<u>folder 35</u>	Twenty-First National Conference of the AOSA – Planning Materials
<u>folder 36</u>	Twenty-First National Conference of the AOSA – Planning Materials

folder 37 Twenty-First National Conference of the AOSA – Local Chairperson’s Notebook

Box 27

folder 1 Twenty-First National Conference of the AOSA – Planning Notebook No. 1

folder 2 Twenty-First National Conference of the AOSA – Planning Notebook No. 2

folder 3 Twenty-First National Conference of the AOSA – Master Report File

folder 4 Twenty-Third National Conference of the AOSA – Planning Notebook

Box 28

folder 1 Twenty-Second National Conference of the AOSA – Program

folder 2 Twenty-Second National Conference of the AOSA – Planning Material

folder 3 Twenty-Second National Conference of the AOSA – Planning Material

folder 4 Twenty-Second National Conference of the AOSA – Planning Material

folder 5 Twenty-Third National Conference of the AOSA – Program

folder 6 Twenty-Third National Conference of the AOSA – Planning Material

folder 7 Twenty-Third National Conference of the AOSA – Planning Material

folder 8 Twenty-Third National Conference of the AOSA – Planning Material

folder 9 Twenty-Third National Conference of the AOSA – Planning Notebook

folder 10 Twenty-Third National Conference of the AOSA – Chair Notebook

Box 29

folder 1 1990 National AOSA Conference Program

- folder 2 1990 National AOSA Conference – Planning Materials
- folder 3 1990 National AOSA Conference –Planning Materials
- folder 4 1990 National AOSA Conference – Planning Materials
- folder 5 1990 National AOSA Conference – Planning Materials
- folder 6 1990 National AOSA Conference – Planning Materials
- folder 7 1990 National AOSA Conference – Planning Materials
- folder 8 1990 National AOSA Conference – Planning Materials
- folder 9 1990 National AOSA Conference – Registration Notebook
- folder 10 1990 National AOSA Conference – LCC Supplement
- folder 11 1990 National AOSA Conference – Local Chairperson Notebook
- folder 12 1990 National AOSA Conference – National Conference Chairperson’s
Notebook

Box 30

- folder 1 1991 National Conference of the AOSA – Planning Notebook
- folder 2 1991 National Conference of the AOSA – Session Notes
- folder 3 1991 National Conference of the AOSA – Registration Notebook
- folder 4 1991 National Conference of the AOSA – Planning Notebook
- folder 5 1991 National Conference of the AOSA – Program

Box 31

- folder 1 1992 National Conference of the AOSA – Program
- folder 2 1992 National Conference of the AOSA – Introduction to Schulwerk

<u>folder 3</u>	1992 National Conference of the AOSA – Planning Notebook Volume 1
<u>folder 4</u>	1992 National Conference of the AOSA – Planning Notebook Volume 2
<u>folder 5</u>	1993 National Conference of the AOSA – Introduction to Schulwerk
<u>folder 6</u>	1994 National Conference of the AOSA – Program
<u>folder 7</u>	1994 National Conference of the AOSA – Planning Notebook
<u>folder 8</u>	1995 National Conference of the AOSA – Program
<u>folder 9</u>	1995 National Conference of the AOSA – Introduction to Schulwerk
<u>folder 10</u>	1996 National Conference of the AOSA – Program
<u>folder 11</u>	1996 National Conference of the AOSA – Introduction to Schulwerk

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<u>folder 1</u>	1996 National Conference of the AOSA – Planning Notebook
<u>folder 2</u>	1997 National Conference of the AOSA – Program
<u>folder 3</u>	1997 National Conference of the AOSA – Planning Material
<u>folder 4</u>	1998 National Conference of the AOSA – Program
<u>folder 5</u>	1998 National Conference of the AOSA – Planning Materials
<u>folder 6</u>	1999 National Conference of the AOSA – Program

Box 33

<u>folder 1</u>	1990 Conference Poster Sessions
<u>folder 2</u>	1990 Conference Poster Sessions
<u>folder 3</u>	1990 Conference Poster Sessions

<u>folder 4</u>	1991 Conference Poster Sessions
<u>folder 5</u>	1992 Conference Poster Sessions
<u>folder 6</u>	1992 Conference Poster Sessions
<u>folder 7</u>	1992 Conference Poster Sessions
<u>folder 8</u>	1993 Conference Poster Sessions
<u>folder 9</u>	1994 Conference Poster Sessions
<u>folder 10</u>	1994 Conference Poster Sessions
<u>folder 11</u>	1994 Conference Poster Sessions
<u>folder 12</u>	1994 Conference Poster Sessions
<u>folder 13</u>	1994 Conference Poster Sessions
<u>folder 14</u>	1996 Conference Poster Sessions
<u>folder 15</u>	1996 Conference Poster Sessions

Box 41

<u>folder 3</u>	General Conference Material: AOSA Conference brochures, registration forms, and performance advertisement.
<u>folder 4</u>	Outlines assisting AOSA members in administrative tasks and duties pertaining to conferences.
<u>folder 5</u>	AOSA National Conference, Portland, OR, 1982: Speech by Joachim Matthesius, titled "So that You Younger Ones May Carry On Once I Am Gone."
<u>folder 6</u>	AOSA National Conference, Atlanta, GA, November, 1989: Introduction to Schulwerk (IS).
<u>folder 7</u>	AOSA National Conference, Denver, CO, November 7-11, 1990: Informational Documents for "Excursions," "Room Hosts," and "Introducers."
<u>folder 8</u>	AOSA National Conference, Minneapolis, Minn., 1992: IS.

- folder 9 AOSA National Conference, Philadelphia, PA, 1994: Conference Program.
- folder 10 AOSA National Conference, Dallas-Ft. Worth, TX, 1995: Conference Programs (1 of 2).
- folder 11 AOSA National Conference, Dallas-Ft. Worth, TX, 1995: Conference Programs (2 of 2).
- folder 12 Symposium Salzburg, 1995: Conference Program.
- folder 13 AOSA National Conference, Memphis, TN, 1996: Conference Programs.
- folder 14 Organization of American Kodály Educations (OAKE) and AOSA correspondence on the subject of conferences (1996-97).
- folder 15 AOSA National Conference, Seattle/Bellevue, WA, 1997: Conference Program.
- folder 16 Documents and Correspondence Related to Pre-Conference Workshops, 1997-99.
- folder 17 AOSA National Conference, Phoenix, AZ, 1999 (1 of 2): Introduction to Schulwerk.
- folder 18 AOSA National Conference, Phoenix, AZ, 1999 (2 of 2): Conference Program.
- folder 19 AOSA National Conference, Rochester, NY, 2000 (1 of 2): Conference-related documents.
- folder 20 AOSA National Conference, Rochester, NY, 2000 (2 of 2): Conference Program.
- folder 21 AOSA National Conference, Cincinnati, OH, 2001 (1 of 2): Conference Report, Budget, and Conference Program.
- folder 22 AOSA National Conference, Cincinnati, OH, 2001 (2 of 2): Focus on Jazz.
- folder 23 AOSA National Conference, Las Vegas, NV, 2002 (1 of 2): Conference Program.
- folder 24 AOSA National Conference, Las Vegas, NV, 2002 (2 of 2): Introduction to Schulwerk.
- folder 25 AOSA National Conference, Louisville, KY, 2003 (1 of 2): Introduction to Schulwerk and Conference Program.
- folder 26 AOSA National Conference, Louisville, KY, 2003 (2 of 2): Masterclass presented by Shirley McRae.

Box 43

- binder 1 AOSA National Conference, Detroit, MI, 1988: Conference notebook.
- binder 2 AOSA National Conference, Atlanta, GA, 1989: Conference notebook.
- binder 3 AOSA National Conference, Minneapolis, Minn., 1992: Conference notebook.
- binder 4 AOSA National Conference, Indianapolis, Ind., 1993 (1 of 2): Conference notebook.
- binder 5 AOSA National Conference, Indianapolis, Ind., 1993 (2 of 2): Conference notebook.

Box 44

- binder 1 AOSA National Conference, Philadelphia, Penn., 1994 (1 of 3): Conference notebook.
- binder 2 AOSA National Conference, Philadelphia, Penn., 1994 (2 of 3): Conference notebook.
- binder 3 AOSA National Conference, Philadelphia, Penn., 1994 (3 of 3): Conference session notes.
- binder 4 AOSA National Conference, Dallas-Ft. Worth, TX, 1995 (1 of 2): National Conference Chairperson notebook.
- binder 5 AOSA National Conference, Dallas-Ft. Worth, TX, 1995 (2 of 2): Conference notebook.
- binder 6 AOSA National Conference, Memphis, Tenn., 1996: National Conference Chairperson notebook.

Box 45

- binder 1 AOSA National Conference, Tampa, FL., 1998: National Conference Chairperson Final Report.

- binder 2 AOSA National Conference, Phoenix, AZ, 1999 (1 of 2): Local Conference Co-Chairpersons Final Reports.
- binder 3 AOSA National Conference, Phoenix, AZ, 1999 (2 of 2): National Conference Chairperson Final Report.
- binder 4 AOSA National Conference, Rochester, NY, 2000: Conference notebook.
- binder 5 AOSA National Conference, Cincinnati, OH, 2001: Conference notebook.
- binder 6 AOSA National Conference, Las Vegas, Nev., 2002: Final Reports from Local Conference Chairpersons and Local Committee Co-Chairpersons.
- binder 7 AOSA National Conference, Louisville, KY, 2003 (1 of 2): Conference notebook.
- binder 8 AOSA National Conference, Louisville, KY, 2003 (2 of 2): Conference notebook.

Series 5: Administrative Records

subseries 1: Constitution and By-Laws

Box 4

folder 20 Administrative and Informational Documents of the AOSA: Articles of Incorporation and Code of Regulation of the AOSA, revised November 13, 1981 (9 pages of text); Editorial Guidelines, not dated (7 pages of text); "A Survey of Significant Policies Established by the National Board of the AOSA, 1970-80 (14 pages of text); Recommendations for One Day Orff Workshops in Washington State, October, 1980 (2 pages of text); Recommendations for One Week Orff-Schulwerk Workshop/Courses within Washington State, from the Evergreen Orff Chapter of the AOSA, October, 1980 (2 copies, 2 pages of text each); job description for position of Editor of *The Orff Echo*, not dated (2 pages of text); Code of Regulations of the AOSA, November, 1979 (6 pages of text); "Public Relations Manual for AOSA Chapters," by Tossi Aaron, repro. of document, 1980 (13 pages of text); Guidelines and Policy for Applicants to the Gunild Keetman Scholarship Fund, not dated (6 pages of text).

Box 10

folder 1 Constitution, By-Laws, Articles of Incorporation, and Code of Regulations

Box 13

folder 31 Materials Related to Revision of AOSA Official Documents (1984-86): Correspondence, copy of 1986 Code of Regulations, Articles of Incorporation of the AOSA, and handwritten notes.

folder 33 Correspondence and Documents Related to Proposed Amendments to the AOSA Constitution (1985-87).

Box 14

folder 9 AOSA Foreign Visitor Policy (1987).

Box 17

folder 15 Informational Document on Grievance Procedures for AOSA Members.

Box 18

folder 7 Articles of Incorporation and Related Correspondence for the Mt. Lassen Chapter of the AOSA (1992).

Box 23

folder 13 AOSA Individual Chapter Charter Certificate (Blank)

Box 33

folder 16 Constitution and By-Laws 1968-1970

folder 17 Constitution and By-Laws 1971-1977

folder 18 Constitution and By-Laws 1978-1984

folder 19 Constitution and By-Laws (Undated)

subseries 2: Executive Board

sub-subseries a: minutes

Box 10

folder 3 Executive Board Minutes 1984-87

Box 13

folder 23 Miscellaneous Documents including Executive Board Minutes, Correspondence, and Publicity Reports (1981-87).

folder 36 Executive Board Agenda (1969).

Box 14

folder 10 Executive Board/Advisory Board/Past Presidents Meetings Agendas (1987-88).

Box 16

folder 21 Minutes of the AOSA Annual Business Meeting, Denver, Col. (1990).

Box 17

folder 50 Business Meeting (1990-92): Including correspondence, budget and asset information; minutes annual business meetings; meeting agendas; and composition contest information.

Box 19

folder 1 Executive Board Minutes (1982-87).

Box 20

Box 38

folder 29 Regional Convocation Proceedings Notebooks 1968-1969

folder 30 Regional Convocation Proceedings Notebooks 1969-1970

Box 41

- folder 27 Executive Board Minutes, 1998-2000.
- folder 28 Executive Board Meeting Materials for AOSA Industry Reports, 1999-2001.
- folder 29 Executive Board Meetings, 2001-03.

sub-subseries b: correspondence

Box 10

- folder 2 Executive Board Correspondence, 1986-87

Box 12

- folder 2 Executive Board Correspondence (1986-87).
- folder 23 AOSA Official and Personal Correspondence (1976-87): Including writing on workshops; conferences; internal business; Orff Certification courses; and personal subjects.
- folder 28 AOSA correspondence related to the issuing of a United States Postal Service stamp in honor of music education's recently acquired place in the curriculum of public schools (1986-87).

Box 13

- folder 2 Executive Board Correspondence to Various AOSA Chapters (1988-89).
- folder 24 Miscellaneous Correspondence in English and German (1984-87).
- folder 25 Miscellaneous Correspondence (1976-87).
- folder 26 Carl Orff Canada Correspondence (1984-86).

- folder 27 Miscellaneous Correspondence (1984-87).
- folder 29 AOSA Correspondence with Dr. Louis Ballard (1988-89).
- folder 34 Correspondence Related to AOSA Use of Copyrighted Material in Orff-Schulwerk Workshops (1985-86).

Box 14

- folder 12 Correspondence Related to the 1988 Conference of the Dalcroze Society of America.
- folder 20 Committee Assignments and Related Correspondence (1987-88).
- folder 21 Carl Orff Canada (1985-88): Documents including financial statement; correspondence; agendas; and conference programs.

Box 15

- folder 12 National Music Council (NMC) Correspondence, Meeting Minutes, and copy of NMC Symposium background brief by Benjamin S. Dunham titled "Private Philanthropy and the Future of American Music" (1987).
- folder 26 AOSA Internal Correspondence Related to Metrogem (1987).

Box 16

- folder 1 AOSA and Louis W. Ballard Correspondence (1988-89).
- folder 7 Correspondence and Copy of Contract Agreement Between AOSA and Cy-Don (1988-91).
- folder 38 Carl Orff Canada Correspondence (1990).
- folder 39 Correspondence Relating to AOSA Chapter Dissolution (1988-90).
- folder 46 Hotel Contracts and Related Correspondence (1989-90).
- folder 47 American Recorder Society (ARS) (1990): Correspondence; handwritten notes;

outline of the ARS Society Education Program, Level I-Classroom; and copy of publication *American Recorder*, Vol. 31, No. 2, June 1990.

Box 17

- folder 1 Correspondence with Broadcast Music, Inc. (BMI) and Articles on the Subject of Music-Licensing (1992).
- folder 2 AOSA Correspondence, Including Linda Ahlstedt, Cindi Wobig, and Melissa Rousseaux (1992).
- folder 17 AOSA and Hellenic Orff Association Correspondence (1992).
- folder 21 International Society for Music Education (ISME) Informational Documents and Correspondence (1992-94).
- folder 24 AOSA and Organization of American Kodály Educators (OAKE) Correspondence (1992-93).
- folder 25 Copy of Contract between AOSA and King Kong Kases.
- folder 26 Miscellaneous Correspondence, Including Executive Secretary Cindi Wobig and AOSA President Marilyn Davidson (1992-93).
- folder 49 AOSA and Carl Orff Canada Correspondence (1991-92).

Box 18

- folder 2 National Music Council (NMC) (1992): Including correspondence; *News*, Vol. 2, Nos. 2-3, May-July 1992; *News*, Vol. 3, No. 1, February 1993; and NMC Membership Directory.
- folder 24 International Orff Associations (1990-95): Informational documents from and correspondence with Orff-Zentrum München; Orff Schulwerk Association of New South Wales; Victorian Orff-Schulwerk Association; Hellenic Orff-Schulwerk Association; Association Nationale Orff; Orff-Schulwerk Forum Salzburg; Dr. Hermann Regner; list of International Orff-Schulwerk Organizations; and repros. of newspaper articles on the subject of performances of Orff works.
- folder 39 Miscellaneous Correspondence (1991-93).

Box 19

- folder 8 Miscellaneous Correspondence (1984-95).
- folder 11 1994 Executive Board Retreat Documents (1993-94): Including correspondence; travel schedule; “Reshaping Your Association for the 21st Century,” by Paul S. Forbes and Bruce Butterfield, repro. of article appearing in *Association Management*, March 1993; music examples; résumé of Mary Parish; rooming list; meeting agenda; Arlie, Virginia Conference Center informational brochure; Arlie Foundation information; retreat schedule; AOSA ten-year plan; and retreat focus questions.

Box 20

- folder 2 Correspondence Related to the AOSA A/V Library (1995-96).
- folder 11 Carl Orff Foundation and AOSA Correspondence (1994-97).
- folder 42 Patricia Hughes Correspondence and Copy of Her Publication “The Evolution of Orff-Schulwerk in North America (1955-1969,” Appearing in *Bulletin of Historical Research in Music Education*, Vol. 14, No. 2, July 1993, pp. 73-91.
- folder 55 Orff-Schulwerk Forum, Salzburg, Austria: Documents in German including personnel lists, invitation, and schedule.
- folder 56 Orff Institute (1994-98): Documents including informational brochure on 1998-99 Special Course; copy of model for a letter to the State Minister; and correspondence.

Box 35

- folder 1 Board Correspondence 1973-1974
- folder 2 Executive Board Correspondence 1980-1981
- folder 3 Legal Correspondence – Mr. Robert Metzger
- folder 8 Correspondence – Ruth Hamm

- folder 9 Correspondence
- folder 10 Executive Board Correspondence

Box 41

- folder 30 Executive Board Correspondence, 1998-2000.
- folder 31 Executive Board Correspondence, 2000-01.
- folder 32 Executive Board Correspondence and Related Materials, 1999-2001.
- folder 33 AOSA/Orff Institut Correspondence, 1997-2000.
- folder 34 Executive Board Correspondence Relating to Louisville, KY 2003 Conference.
- folder 35 Correspondence between Executive Board and guest educators at past conferences, 1999-2001.
- folder 36 Executive Board Correspondence Relating to Las Vegas, NV 2001 Conference.
- folder 37 AOSA 2004 election ballot and candidate information.
- folder 42 AOSA Official Invitations.

Box 42

- folder 7 AOSA and Carl Orff Canada Correspondence (1996-97).
- folder 49 Records and Letters of Appointments to AOSA Administration Positions.

sub-subseries c: conference-related

Box 13

- folder 10 Guest Educator Program Documents and Correspondence (1987-88).

- folder 11 National Conference VIP Lists and Related Correspondence (1987-88).
- folder 14 Indiana Conference Materials (1989): Correspondence, informational documents, and license agreements.
- folder 15 Las Vegas Conference Materials (1983-84): Correspondence and hotel-related information.
- folder 17 Colorado Conference Accommodations Documents (1986): Meeting Planner's Guide and conference-related correspondence.
- folder 18 Detroit Conference Materials (1986-87): Meeting and convention planner, conference-related correspondence, marketing contract forms, and local restaurant information.
- folder 19 Boston Conference Documents (1983): Conference-related correspondence and final reports.
- folder 20 Chicago Conference (1985, 1987): Correspondence, hotel contract and informational documents.
- folder 22 Atlanta Conference Materials (1985-87): Maps, information from various hotels, and correspondence .
- folder 28 Miscellaneous (1987): Documents related to Orff-Schulwerk Workshops and Courses; list of 1987 Chicago Conference guest presenters and performers; and 1 page of musical examples.
- folder 35 Conference-Related Correspondence (1985).

Box 14

- folder 2 Outline of Conference Publicity Guidelines (1986).
- folder 3 Correspondence Related to Conference Facilitator (1988-89).
- folder 4 Correspondence and Informational Documents Pertaining to National Conference Site for 1995 (1988-89).
- folder 5 Planning Materials for 1994 Conference Site (1987-89): Correspondence; list of conference hotel selection guidelines; and informational hotel documents.
- folder 14 Documents Related to National Conference Site Selection (1985-88).

- folder 15 Correspondence and Forms Pertaining to Program Proposals for 1989 Atlanta Conference.
- folder 16 Detroit Conference Materials (1987-89): Correspondence; transcript of panel discussion; final financial report; and other informational documents.
- folder 17 Chicago Conference (1987): Documents including correspondence; drafts of conference program; financial documents; conference reports; and conference evaluation forms.
- folder 18 Conference Preparation (1985-89): Documents relating to national conference planning, including model outline of planning steps, job descriptions, and correspondence.
- folder 22 1992 Minneapolis Conference Materials (1985-87): Correspondence; hotel information; and hotel contract.
- folder 23 San Diego Conference Preparation for 1991 (1988-89): Hotel contract; correspondence; hotel information; AOSA hotel guidelines; and menus.
- folder 24 1989 Atlanta Conference (1985-89): Correspondence; proposed budget; hotel contract; and hotel information.

Box 15

- folder 2 Guest Education Program – 1988 Detroit National Conference: Correspondence, applications, and evaluations.
- folder 4 Guest Administrator/Educator Program – 1987 Chicago National Conference: Correspondence, applications, and evaluations.
- folder 5 Guest Administrator/Educator Program – 1986 Boston National Conference: Correspondence, applications, and evaluations.
- folder 6 Guest Administrator/Educator Program – 1985 Kansas City National Conference: Correspondence, applications, and evaluations.
- folder 7 Guest Administrator Program (1984-85): Correspondence, informational documents, applications, and evaluations.
- folder 14 Informational Booklet from the International Society for Music Education (ISME) 1990 Conference in Helsinki, Finland.

- folder 28 Orff Conference Panel Discussion, Chicago, 1987: Pre- and Post- panel correspondence and informational documents pertaining to panel contributors.
- folder 29 Orff Conference Panel Discussion, Detroit, 1988: Panel-related correspondence and curricula vitae of proposed panel personnel.
- folder 39 National Conference, Memphis, 1996 (1989-90): Event planning correspondence; lease agreement; hotel contract; handwritten notes; hotel informational documents; site inspection schedule; and event policies for use of Memphis Cook Convention Center.
- folder 40 National Conference, Philadelphia, 1994 (1989): Event planning correspondence and hotel group accommodations agreement.
- folder 41 National Conference, Indianapolis, 1996 (1989-91): Informational brochures on Indianapolis sites and services; list of hotel airport rates; revised license agreement; revised hotel confirmation agreement; hotel information; and related correspondence.
- folder 42 National Conference, Minneapolis, 1992 (1988-90): Event planning correspondence; handwritten notes on hotel accommodations; and repro. of hotel rooms contract.
- folder 43 National Conference, San Diego, 1991 (1988-89): Event planning correspondence; revised hotel agreement; hotel policies and procedures agreement; and hotel convention food and beverage terms and conditions.
- folder 44 National Conference, Denver, 1990 (1986-89): Event planning correspondence; report of conference site; hotel information and letter of agreement; booking confirmation; required space specifications; Denver informational brochures; and hotel catering and convention confirmation.
- folder 45 National Conference, Atlanta, 1989 (1988-89): List of Atlanta conference highlights; proposed conference budget; proposed conference program; National Conference Chairperson report; hotel conference proposals; and event planning correspondence.
- folder 46 National Conference, Detroit, 1988 (1986-89): AOSA conference informational brochure; correspondence; final financial report; executive board conference report; personnel list; executive board initial planning meeting report; and handwritten notes.

Box 16

folder 28 Notes from AOSA Board meetings relating to conference exhibits (1989-91).

folder 33 Guest Educator Program (1989-91): List of guest educators for 1989 Atlanta conference; guest educator program host responsibilities/time line; form letter to administrator from host; lists of guests, hosts, and nominators; correspondence; guest educator program application for college personnel;

folder 43 Miscellaneous National Music Council Documents (1991).

Box 17

folder 16 AOSA Guest Educator Program (1991-93): Informational documents on the program; correspondence; and handwritten notes.

folder 34 Conference Suggestions and Documents Related to Conference VIP List (1991-92).

folder 35 Correspondence Related to Seattle National Conference (1992-93).

folder 36 National Conference, Philadelphia, 1994 (1991-93): Conference planning materials, including handwritten notes; correspondence; minutes for planning meetings; notes from planning meetings; list of committees' responsibilities; and floor plans of hotels.

folder 39 1996 Memphis National Conference Planning Correspondence (1990-92).

folder 41 1992 Minneapolis National Conference Planning Materials (1992): Including draft of menus; correspondence; informational documents on presenters and guests; copy of presenter agreement; quotation form for convention insurance plan; and conference report.

** ** folder 41 item housed in Box 46/28:
State of Minnesota Proclamation of American Orff-Schulwerk Recognition Week, November 2-8, 1992.

folder 44 Dallas National Conference Materials (1993): Memorandum on the subject of 1995 national conference brainstorming.

folder 45 1998 Orlando National Conference Planning Correspondence (1993).

Box 18

- folder 16 Hotel Sofitel, Chicago, Ill. Documents (1993): Including correspondence; hotel information and contract; and list of catering needs for conference.
- folder 20 Outstanding Educator Award Documents (1992): Including award form letter and correspondence to award winners.
- folder 22 AOSA and Percussive Arts Society Correspondence on Conference Conflicts (1993).

Box 19

- folder 19 Organization of American Kodály Educators (OAKE) Conference-Related Correspondence with the AOSA (1993-94).
- folder 23 AOSA Conference Planning Correspondence and Hotel Information (1993-95).
- folder 35 Informational Documents on Conferon Meeting and Conference Planners and AOSA Correspondence Related to Conferences (1994-95).

Box 20

- folder 7 Information on the Australian National Council of Orff Schulwerk and Correspondence Related to 1995 AOSA Conference.
- folder 17 1993 Indianapolis Conference Documents (1992-93): Including income statement; conference planning documents; proposed budget for conference; National Board report; and conference final report.
- folder 18 1994 Philadelphia Conference Documents (1992-97): Including correspondence; conference reports; personal statement by Dick Watt; 1995 budget report; conference program and related information; proposed conference budget reports; report to Board of Trustees; host chapter form letter; notes from 1994 conference brainstorming session; agenda and notes from Region V planning meeting; review of committees and responsibilities; and list of names to consider for committee chair positions.
- folder 19 1995 Texas Conference Documents (1991-96): Including promotional flyers from the conference; correspondence; statement of support, revenue, and expenses for

conference; conference reports; conference planning documents; conference program; conference schedule for Carolee [Stewart]; draft of speech by unidentified author(s); business meeting documents; conference registration for Carolee Stewart; conference welcome letter to participants and related information; AOSA conference presenter form letter; copy of AOSA 1995 Conference instrument/equipment request form; notes from conference brainstorming session; invitation list for reception following conference performance;

folder 20 1996 Memphis Conference Documents (1995-97): Including correspondence; conference reports; conference schedule for Carolee [Stewart]; request form for permission to use copyrighted material; musical examples; conference program; conference session schedule; conference welcome documents; conference registration for Carolee Stewart; informational brochure for the Arts Consortium of Tennessee; Memphis conference proposal applications; form letters; and presenter agreement form.

folder 21 1997 Bellevue Conference Documents (1992-97): Including correspondence; EOC Board meeting minutes; informational documents on conference site and presenters; list of presenters; budget worksheet; "Teacher Drums in Teamwork," by Michael J. McCarthy, repro. of article appearing in unidentified periodical or newspaper, not dated; preliminary hotel proposal and contract; and general hotel and vicinity information.

** ** folder 21 items housed in Box 46/31:
Conference hotel contract and related correspondence.

folder 22 1998 Tampa Conference Documents (1993-97): Including report to the AOSA Board; correspondence; minutes of national conference planning meeting; agenda for national conference planning meeting; Tampa Convention Center License Contract; and Tampa area and hotel informational documents.

folder 23 1999 Phoenix Conference Documents (1994-96): Including planning correspondence; site visit itinerary; and report on visit to St. Louis.

folder 24 2000 Rochester Conference Documents (1995-96): Including correspondence; copy of Radisson hotel contract; and Rochester area and hotel informational documents.

folder 25 2001 Cincinnati Conference Planning Correspondence (1996).

folder 26 2002-03 Conference Planning Correspondence (1997).

folder 38 Guest Educators (1995-97): Including lists of guest educators attending conferences; information on guest educator program application administrator

nominees; correspondence; and information on guest educator program application college personnel nominees.

Box 21

folder 14 1997 Salzburg Rendezvous (1996-97): Documents including introduction by Hermann Regner and Rendezvous schedule; invitation to the Rendezvous; copies in English and German of “Measuring Up to the Surge of the Media: Ten Nations in the Spirit of Carl Orff at the ‘Salzburg Rendezvous 1997’”/“Dem Medien-Anstrum gewachsen: Zehn Nationen im Sinne Carl Orffs beim ‘Salzburg Rendezvous 1997’” von Catarina Carsten; Rendezvous resolution; list of attendees; correspondence; and materials from AOSA presentation by Carolee Stewart at the Salzburg Rendezvous.

folder 19 AOSA Conference VIPs (1996): Documents including list of Orff and Orff-related organizations; drafts of chart containing information related to VIP organizations and individuals; correspondence; list of individuals invited to Sunday Breakfast at unidentified meeting or conference; list of performers and presenters; list of individuals receiving invitations to the 1997 AOSA conference; and sample invitation.

subseries 3: Advisory Board

Box 12

folder 7 Advisory Board Documents and Correspondence (1983-88).

Box 13

folder 7 Advisory Board Minutes and Correspondence (1987-89).

Box 17

folder 9 Advisory Board Documents (1992-93): Region 1 personnel list; letter to chapter presidents; Board of Trustees Minneapolis meeting agenda; and AOSA promotional flyer.

Box 20

folder 3 Agendas and Related Documents from AOSA Annual Business Meetings (1991-96).

subseries 4: National Board of Trustees

Box 12

folder 8 Board of Trustees Materials (1984-87): Including correspondence, minutes, conference and meeting schedules, personnel lists, and notes.

Box 13

folder 3 Board of Trustees Organizational Documents and Forms.

folder 5 Board of Trustees Directory (1988-89).

folder 6 Board of Trustees Correspondence (1986-89).

folder 9 Board of Trustees Agendas (1987-89).

folder 12 Board of Trustees Agendas and Minutes & AOSA Budget Information (1985-89).

Box 16

folder 5 AOSA Board of Trustees Committees (1990-91): Two copies of personnel assigned to each committee.

folder 35 Board of Trustees Meeting Agendas and Correspondence (1988-91).

Box 18

- folder 3 National Board of Trustees (1992-93) (1 of 3): Including correspondence; list of committee assignments; and meeting agenda.
- folder 4 National Board of Trustees (1988-93) (2 of 3): Including Board membership list; lists of officers, representatives, and chairpersons; list of committees and personnel; correspondence; handwritten notes; and meeting agendas.
- folder 5 National Board of Trustees (1991-93) (3 of 3): Including meeting minutes and reprov. of motions.
- folder 26 Meeting Minutes (1 of 5): Additions to AOSA Policy prepared by Marilyn Davidson, January 1990.
- folder 27 Meeting Minutes (1990) (2 of 5): AOSA Board of Trustees meeting minutes; handwritten notes; and code regulations of the AOSA and proposed revisions of code of regulations for clarification of wording.
- folder 28 Meeting Minutes (1990-91) (3 of 5): AOSA Board of Trustees meeting minutes; and additions and corrections to minutes.
- folder 29 Meeting Minutes (1990) (4 of 5): AOSA Board of Trustees meeting minutes; and additions and corrections to minutes.
- folder 30 Meeting Minutes (1991-92) (5 of 5): Drafts of minutes for meetings of AOSA Board of Trustees; National Board of Trustees Committee Reports; Board of Trustees, Advisory Board, and Past Presidents; AOSA Annual Business Meeting; and Advisory Board.
- folder 31 Meeting Motions from AOSA National Board of Trustees and Budget Committee (1990-92).
- folder 32 Meeting Minutes and Motions from AOSA National Board of Trustees (1992).

Box 19

- folder 2 AOSA Job Descriptions and Related Documents (1989-90): Including list of Board of Trustees committees and correspondence.
- folder 4 National Board of Trustees Agendas (1991-94).
- folder 28 Documents Related to the Board of Trustees, AOSA Regional Chapters, and Conferences (1986-95): Including correspondence; information on regional conference reports; National Board of Trustees' Certificate of Appreciation; form

letters; list of guest educators for the 1993 Indianapolis Conference from Regions 5 and 6; and list of guest educators, not dated.

folder 29 “Copies on File: Supplement to the Minutes,” by the Board of Trustees from their meeting in Chicago, Ill., September 13-15, 1991.

Box 20

folder 9 National Board of Trustees Meeting Agendas (1991-97).

folder 15 Lists of National Board of Trustees Committees and Personnel (1995-97).

Box 33

folder 24 Minutes of the National Board of Trustees, 9/87

folder 25 Minutes of the National Board of Trustees, 11/87

folder 26 Minutes of the National Board of Trustees, 3/88

folder 27 Minutes of the National Board of Trustees, 3/88

folder 28 Minutes of the National Board of Trustees, 9/88

folder 29 Minutes of the National Board of Trustees, 9/88

folder 30 Minutes of the National Board of Trustees, 11/88

folder 31 Minutes of the National Board of Trustees, 3/89

folder 32 Minutes of the National Board of Trustees, 3/89

folder 33 Minutes of the National Board of Trustees, 9/89

folder 34 Minutes of the National Board of Trustees, 11/89

folder 35 Minutes of the National Board of Trustees, 3/90

Box 34

<u>folder 1</u>	Minutes of the National Board of Trustees, 9/90
<u>folder 2</u>	Minutes of the National Board of Trustees, 11/90
<u>folder 3</u>	Minutes of the National Board of Trustees, 3/91
<u>folder 4</u>	Minutes of the National Board of Trustees, 9/91
<u>folder 5</u>	Minutes of the National Board of Trustees, 9/91
<u>folder 6</u>	Minutes of the National Board of Trustees, 11/91
<u>folder 7</u>	Minutes of the National Board of Trustees, 3/92
<u>folder 8</u>	Minutes of the National Board of Trustees, 9/92
<u>folder 9</u>	Minutes of the National Board of Trustees, 11/92
<u>folder 10</u>	Minutes of the National Board of Trustees, 3/93
<u>folder 11</u>	Minutes of the National Board of Trustees, 9/93
<u>folder 12</u>	Minutes of the National Board of Trustees, 11/93
<u>folder 13</u>	Minutes of the National Board of Trustees, 3/94
<u>folder 14</u>	Minutes of the National Board of Trustees, 9/94
<u>folder 15</u>	Minutes of the National Board of Trustees, 11/94
<u>folder 16</u>	Minutes of the National Board of Trustees, 3/95
<u>folder 17</u>	Minutes of the National Board of Trustees, 4/95
<u>folder 18</u>	Minutes of the National Board of Trustees, 9/95
<u>folder 19</u>	Minutes of the National Board of Trustees, 11/95
<u>folder 20</u>	Minutes of the National Board of Trustees, 3/96
<u>folder 21</u>	Minutes of the National Board of Trustees, 9/96
<u>folder 22</u>	Minutes of the National Board of Trustees, 11/96

- folder 23 Minutes of the National Board of Trustees, 3/97
- folder 24 Minutes of the National Board of Trustees, 9/97
- folder 25 Minutes of the National Board of Trustees, 11/97
- folder 26 Minutes of the National Board of Trustees, 3/98
- folder 27 Minutes of the National Board of Trustees, 9/98
- folder 28 Minutes of the National Board of Trustees, 11/98
- folder 29 Minutes of the National Board of Trustees, 3/99
- folder 30 Minutes of the National Board of Trustees, 9/99
- folder 31 Minutes of the National Board of Trustees, 11/99
- folder 32 Minutes of the National Board of Trustees, 3/00

Box 35

- folder 6 Correspondence – National Board – J. Rapley

Box 36

- folder 4 Minutes of the National Board of Trustees September, 1985 – March, 1996
- folder 5 Minutes of the National Board of Trustees September, 1996 – March, 2000

Box 42

- folder 28 Board of Trustees Agendas (1999-2001).
- folder 48 Personnel Lists for AOSA Committees.

subseries 5: Editorial Board

Box 13

- folder 13 Editorial Board Meeting Agenda, Correspondence, and Minutes (1989).
- folder 16 *The Orff Echo* Editor Documents (1987-89) Correspondence, Editor's reports, Editor evaluations, interim Editor's reports, and Editorial Committee-related.

Box 16

- folder 15 Materials Pertaining to the Printing of *The Orff Echo* and Documents on Publication of other Orff-Schulwerk Materials (1990-91): Starline Printing order form; correspondence; and repro. of list of indexes to the *Music Education Journal*, Vol. 75.
- folder 18 Editorial Board (1990-91): Notes from 1990 Chicago Conference meeting; summary of meetings; correspondence; job descriptions; typewritten history of *The Orff Echo*; list of members of the Editorial Board from 1976-1990; reprints of photographs; handwritten notes; draft of article titled "Orff-Schulwerk: U. S. Virgin Islands, St. John School of the Arts," by Jan Kinder; progress report on the subject of submissions to *The Orff Echo* (not dated); editorial guidelines; application form for the Editorial Board of *The Orff Echo*; copy of article "Finding the Creative Teacher," by unidentified author (not dated); and articles "Erich Katz: Carl Orff's Longtime Friend," by Constance M. Primus (1991) and "Carl Orff and his 'Schulwerk'," by Erich Katz (not dated).
- folder 19 Correspondence from the Editor (1991) and Repro. of Article "Music and Dance," by Erich Katz (not dated).

Box 17

- folder 28 Editorial Board (1992-93) (1 of 3): *The Orff Echo* Editor's Reports; materials for consideration in *The Orff Echo*, including "Kindermusik: A Holistic and Integrated Approach to Education," by Lorna Lutz Heyge, "There's A Guitar in My Instrumentarium!" by Peter Gouzouasis, "Orff-Schulwerk Without The Instruments," by Phyllis Copeland Stycos; correspondence; handwritten notes; meeting minutes; musical example; and editorial guidelines.

folder 29 Editorial Board (1993) (2 of 3): Correspondence; meeting agendas; summaries of comments from the Editorial Board and the Board of Trustees; evaluation summary of Editor Tossi Aaron; meeting minutes; and materials for consideration in *The Orff Echo* (not titled or dated).

folder 30 Editorial Board (1993) (3 of 3): Statement of Purpose of *The Orff Echo*; correspondence; Editor's daily log; and material for consideration in *The Orff Echo* "Updating Carl Orff's Educational Ideas?" by Jos Wuytack.

Box 19

folder 10 Editorial Board (1991-95): Including correspondence; job description for Editorial Board member; meeting agendas; *The Orff Echo* writers' guidelines; meeting minutes; repros. of photographs; document attributed to Virginia Ebinger detailing the history of the Editorial Board; Editor's report to the AOSA Board of Trustees; application to the Editorial Board of *The Orff Echo*; editorial guidelines; and editorial policy and procedures.

Box 20

folder 32 Editorial Board Documents (1990-97): Including correspondence; "Learning from Orff Instruments," by Giovanni Piazza; and Board meeting minutes.

Box 42

folder 29 Editorial Board Correspondence and Minutes (1999-2001).

subseries 6: Secretaries'

sub-subseries a: notebooks

Box 10

folder 4 Secretary's Notebook 1968-1973.

- folder 5 Secretary's Notebook 1974-1976.
- folder 6 Secretary's Notebook 1976.
- folder 7 Secretary's Notebook 1977 (1 of 2).
- folder 8 Secretary's Notebook 1977 (2 of 2).
- folder 9 Secretary's Notebook 1978.
- folder 10 Secretary's Notebook 1978-1979 (1 of 2).
- folder 11 Secretary's Notebook 1978-1979 (1 of 2).
- folder 12 Secretary's Notebook, 1979-1980.
- folder 13 Secretary's Notebook 1979-1980.
- folder 14 Secretary's Notebook 1980-1981.
- folder 15 Secretary's Notebook 1981-1982 (1 of 2).
- folder 16 Secretary's Notebook 1981-1982 (2 of 2).
- folder 17 Secretary's Notebook 1982-1983 (1 of 2).
- folder 18 Secretary's Notebook 1982-1983 (2 of 2).

sub-subseries b: official and personal papers

Box 13

- folder 4 Executive Secretary Correspondence (1987-89).

Box 14

- folder 25 Executive Secretary-Regional Chapters Correspondence (1987-88).

Box 15

folder 18 Executive Secretary Correspondence: Copies of letters sent to individuals or organizations misusing the name or member directories of the AOSA (1987-89).

Box 17

folder 6 Executive Secretary Responses to Annual Reports from AOSA Chapters (1992).

folder 7 Executive Secretary Reports and Correspondence on AOSA Chapter Annual Reports (1991-92).

folder 48 Executive Secretary Letters to AOSA Chapters (1992-93).

sub-subseries c: minutes

Box 33

folder 20 Executive Secretary's Minutes 1970-72.

folder 21 Executive Secretary's Minutes 1973-74.

folder 22 Executive Secretary's Minutes 1977-78.

folder 23 Executive Secretary's Minutes 1979-80.

subseries 7: Presidents'

sub-subseries a: notebooks

Box 10

folder 20 Joachim Matthesius, President's Notebook 1970: Article and newspaper clippings, including "The Orff Schulwerk in American Education," by Dr. Arnold Walter, reprint of article ©Orff-Schulwerk Association, May, 1969 (11 pages of text); "Orff-daheim," by Josef Othmar Zöllner, original copy of article appearing in

unidentified German periodical, not dated (6 pages of text and B&W images); and original newsprint and reprints of articles "Music Teachers Go Back to School" and "System 'Immerses' Class in Music" (by Robert S. Ball), both appearing in Birmingham, Mich. newspaper *The Birmingham Eccentric*, August 19, 1965.

folder 27 President's Notebook 1981-82 (1 of 4).

folder 28 President's Notebook 1981-82 (2 of 4).

folder 29 President's Notebook 1981-82 (3 of 4).

folder 30 President's Notebook 1981-82 (4 of 4).

folder 31 President's Notebook 1982-83 (1 of 5).

folder 32 President's Notebook 1982-83 (2 of 5).

folder 33 President's Notebook 1982-83 (3 of 5).

Box 11

folder 1 President's Notebook 1982-1983 (4 of 5).

folder 2 President's Notebook 1982-1983 (5 of 5).

folder 3 President's Notebook 1983-1984 (1 of 8).

folder 4 President's Notebook 1983-1984 (2 of 8).

folder 5 President's Notebook 1983-1984 (3 of 8).

folder 6 President's Notebook 1983-1984 (4 of 8).

folder 7 President's Notebook 1983-1984 (5 of 8).

folder 8 President's Notebook 1983-1984 (6 of 8).

folder 9 President's Notebook 1983-1984 (7 of 8).

folder 10 President's Notebook 1983-1984 (8 of 8).

folder 11 President's Notebook: Joachim Matthesius.

- folder 12 President's Notebook, 1984-1985 (1 of 12).
- folder 13 President's Notebook 1984-1985 (2 of 12).
- folder 14 President's Notebook 1984-1985 (3 of 12).
- folder 15 President's Notebook 1984-1985 (4 of 12).
- folder 16 President's Notebook 1984-1985 (5 of 12).
- folder 17 President's Notebook 1984-1985 (6 of 12).
- folder 18 President's Notebook 1984-1985 (7 of 12).
- folder 19 President's Notebook 1984-1985 (8 of 12).
- folder 20 President's Notebook 1984-1985 (9 of 12).
- folder 21 President's Notebook 1984-1985 (10 of 12).
- folder 22 President's Notebook 1984-1985 (11 of 12).
- folder 23 President's Notebook 1984-1985 (12 of 12).

Box 36

- folder 1 President's Notebook 1968-1970
- folder 2 President's Notebook 1970-1972
- folder 3 President's Notebook 1972-1973

sub-subseries b: official and personal papers

Box 10

- folder 19 Joachaim Matthesius, Correspondence 1964-93

** ** folder 19 item housed in Box 46/21:
Excerpt from German newspaper *Stuttgarter Zeitung*, No. 72.

- folder 21 Joachaim Matthesius, German Correspondence 1970-94.
- folder 22 Joachaim Matthesius, Speeches 1965-66.
- folder 23 Joachaim Matthesius, Speeches 1966-82.
- ** ** folder 23 item housed in Box 46/22:
 Repro. of article "Ein Schulungswerk geht um in der Welt," by Hermann Regner, appearing in the German publication *Neue Musikzeitung*, April-May 1991.
- folder 24 Joachaim Matthesius, Correspondence with Carl Orff and Hermann Regner 1962-92
- folder 25 Joachaim Matthesius, Personal Notes and Miscellaneous 1976-82.
- folder 26 Joachaim Matthesius, Personal Notes and Copies of Music: Including copies of publications *Teacher's Manual (Preparation-Procedures) for Rhythmic Speech Ensembles, Book 1*, by Grace Nash, ©1966 by the author; *Catulli Carmina*, by Carl Orff, ©1951 by Schott and Co. Ltd., London; and *Music for Children*, by Carl Orff and Gunild Keetman, ©1956 by B. Schott's Söhne.

Box 12

- folder 21 Presidential Letters (1983-87): Correspondence including past AOSA presidents Carolyn Tower and Virginia Ebinger.
- folder 22 Correspondence of AOSA President Virginia Ebinger (1985-87).

Box 13

- folder 1 Correspondence to and from AOSA President Del Bohlmeier (1987-89).

Box 14

- folder 26 The College Music Society (1988): Correspondence to AOSA President Del Bohlmeier and copies of newsletters.

Box 15

folder 32 Presidents' Letters to Members (1984-89).

Box 16

folder 6 Letters from Past Presidents to AOSA Members (1980-91).

folder 8 President's Messages and Repros. of Articles on AOSA Presidents (1989-91).

folder 34 VP Marilyn Davidson Correspondence and Related Documents (1989-90), including AOSA national conference job description for sponsoring chapter(s); transcripts and summaries of VP phone calls; schedule for 1989-90 workshop program for Region V chapters; chapter annual report form; regional annual report compilation form; and national annual report summary form.

folder 37 Miscellaneous Correspondence, Including Past Presidents (1984-91).

Box 17

folder 4 Correspondence Between AOSA President Marilyn Davidson and The American Recorder Society (1992).

folder 23 AOSA General Ledger Listing, Marked as President's Copy (June 1, 1990 – June 30, 1991).

folder 31 AOSA President Marilyn Davidson's Message and Related Correspondence (1992).

folder 32 Virginia Ebinger Correspondence (1991-92).

Box 18

folder 8 President's Messages (1992-93).

folder 9 1992 President's Panel Correspondence (1992).

folder 25 PMEA/MENC Conference Letter to Marilyn Davidson from Shawn Funk (1991).

Box 21

- folder 1 Presidents' Correspondence to Membership (1993-97).
- folder 2 President's Messages (1995-97).
- folder 3 Presidents' Correspondence to the National Board of Trustees (1991-97).
- folder 4 Presidents' Miscellaneous Correspondence (1994-97).
- folder 5 1996 President's Panel on *The Allure of Myth* (1995-96): Including correspondence; promotional flyer; schedule of events; handwritten and typewritten notes; repro. of AOSA presenter agreement; and repros. of excerpts from "Myths of the Norsemen," retold by Roger Lancelyn Green and "Mythology," by Edith Hamilton.
- folder 6 Presidents' Reports (1993-97).

Box 35

- folder 7 Correspondence – Arvida Steen.

Box 41

- folder 41 Form letters from the AOSA President to AOSA members and friends, 1997-2001.

Box 42

- folder 39 President's Panel Agendas and Correspondence (1999-2000).
- folder 40 President's Reports (1999-2002).

subseries 8: Treasurer

Box 21

folder 16 Treasurer's Correspondence (1991-97).

subseries 9: Nominating Committee

Box 12

folder 1 Documents Pertaining to Job Descriptions of AOSA Positions (1986).

folder 9 Nominating Committee Documents (1985-87): Job descriptions, résumés, correspondence, and nominating procedures and guidelines.

Box 15

folder 13 Nominating Committee Documents (1984-89): Correspondence; copy of AOSA nominating procedures and guidelines; and tabulations of ballots.

Box 16

folder 9 Nominating Committee (1989-91): Correspondence; Board of Trustees nomination form; Board of Trustees nominating discussion guidelines; meeting agendas; AOSA committee reports; job description; void official industry ballot; copy of final tabulation of ballots for the January 1990 AOSA election; and list of regional representatives.

Box 18

folder 6 National Board of Trustees Nominations and Nominating Committee Materials (1990-93): Including correspondence; committee reports; nomination form; Nominating Committee meeting agendas; handwritten notes; information on candidates for AOSA offices; Nominating Committee job description; Nominating Committee checklist; sample form letters; procedure guidelines; and

list of suggestions for AOSA Board.

Box 20

folder 53 Nominating Committee and Elections (1991-97): Documents including change to Nominating Committee Report; meeting minutes; meeting agendas; correspondence; committee reports; final tabulations of ballots for AOSA elections; and nominations considerations.

Box 35

folder 11 1986 Nominating Committee Notebook.

folder 12 1986 Nominating Committee – Guidelines, Agenda, Reports.

folder 13 1986 Nominating Committee – Resumes and Personal Statements.

folder 14 1986 Nominating Committee – Ballots.

folder 15 1986-1987 Nominating Committee – Misc.

folder 16 1987 Nominating Committee – Work/Information Schedule.

folder 17 1987 Nominating Committee – Correspondence.

folder 18 1987 Nominating Committee – Candidate Correspondence.

folder 19 1987 Nominating Committee – Resumes.

folder 20 1987 Nominating Committee – Misc.

folder 21 1988 Nominating Committee – Old Notes.

folder 22 1988 Nominating Committee – Final Ballot.

folder 23 1988 Nominating Committee – Regional Representatives.

folder 24 1988 Nominating Committee – Checklists.

folder 25 1988 Nominating Committee – Letters to Candidates.

- folder 26 1988 Nominating Committee – Job Descriptions.
- folder 27 1988 Nominating Committee – Resumes.
- folder 28 1988 Nominating Committee – Nominations.
- folder 29 1988 Nominating Committee – Ballot.
- folder 30 1988 Nominating Committee – Guidelines for Reducing Slate.
- folder 31 1989 Nominating Committee – Checklists.
- folder 32 1989 Nominating Committee – Tallies.
- folder 33 1989 Nominating Committee – Resumes.
- folder 34 1989-1990 Nominating Committee – Correspondence.
- folder 35 1989-1990 Nominating Committee – Agenda.
- folder 36 1989-1990 Nominating Committee – Tally Sheets.
- folder 37 1989-1990 Nominating Committee – Resumes.
- folder 38 1989-1990 Nominating Committee – National Conference Chairpersons Applications.
- folder 39 1989-1990 Nominating Committee – Regional Representatives.

Box 41

- folder 43 Nominating Committee Correspondence, 1999-2001.

subseries 10: Research Committee

sub-subseries a: correspondence and other documents

Box 12

folder 19 Letters sent to AOSA in response to an article on Orff-Schulwerk that appeared in *Parents* magazine (1986).

folder 24 Summit Panel Documents from 1986 AOSA Conference: Notes on discussion topics and related correspondence.

folder 29 Research Committee Documents (1981-87): Including minutes, correspondence, job descriptions, brochures, and notes.

Box 15

folder 36 AOSA Research Review Panel and Research Committee Materials (1986-89): Correspondence; and reprints of articles including "Recent Research Pertaining to Music Reading in General Music Classes," by Steven K. Hedden; "The Ears of a Seventh Grader," by Steven K. Hedden and Nancy Ferguson; and "Music Listening in Grades Six through Nine," by Steven K. Hedden.

Box 16

folder 10 Research Advisory Review (1990-91) (1 of 2): Correspondence; committee meeting agendas; revised notes from AOSA RARP session in Denver; agendas for meetings of Research Advisory Review Panel; job descriptions; articles "Whole Language, Whole Child, Whole Music," by Robert Defreze and "The Philosophy of Orff-Schulwerk," by Maureen Kennedy; AOSA Research Interest Group information; committee report; copy of program for research poster session at Denver conference; various music education- and Orff-Schulwerk-related abstracts and excerpts from abstracts; copy of materials from MENC 1990 conference; AOSA research grant application; and handwritten notes.

folder 11 Research Advisory Review (1989-90) (2 of 2): Research project abstract; AOSA research grant application; Research Committee meeting agendas; Research Committee timeline for applications; correspondence; committee reports; job description; review form; and handwritten notes.

folder 29 Various Brochures for Orff-Schulwerk and Other Music Education Organizations and Programs.

Box 17

folder 52 Texas Music Educators Association (TMEA) (1990-92): Including newsletter; correspondence; copy of the 1990 TMEA Constitution; informational documents on Association; handwritten notes; informational brochure; copy of newsletter of the Texas Society of Association Executives, October 1990; 42-page packet titled "New Officer Orientation"; TMEA job vacancy service application; Texas Dental Plan information; informational documents on Prime Classic insurance; and TMEA folder of information for 1990 Advertiser.

Box 18

folder 15 Research Committee (1991-93): copy of *AOSA Researcher Exchange: A Newsletter for Researching Teachers*, Vol. 1, Nos. 2, 4, and 5; instructions on use of release form; correspondence; research grant application form; informational letter titled "Call for Papers" on the subject of AOSA-sponsored research poster sessions at the 1993 national conference; "A Report from Armenia," by Lucina Hubbard; copy of *Early Childhood Music Newsletter*, No. 15, January 1993; committee report; committee meeting agendas; and abstract of "A Validation of the Weikart Sequence of Nonlocomotor Rhythmic Movement for Children Aged 3-7," by unidentified author(s).

folder 35 National Association of Music Therapy Informational Brochures (1992).

folder 40 Newsprint Copy of Article "Harmony, Dissonance and Learning," by Stanley Marcus, appearing in *The Dallas Morning Post*, September 15, 1992.

Box 19

folder 27 Correspondence and Informational Documents Pertaining to the Orff Institute, Salzburg, Carl Orff Canada, and Other International Orff-Schulwerk Organizations (1993-95).

Box 20

folder 4 Documents Related to the American Recorder Society (ARS) (1991-97): Including copy of "The ARS Personal Study Program in Thirteen Steps to Help You Improve Your Playing"; correspondence; copy of ARS President's Message by Gene Murrow; list of joint AOSA/ARS members; AOSA/ARS Ad Hoc Joint Committee meeting agenda; handwritten notes; Ad Hoc Committee meeting minutes; and list of 1994 chapter representatives.

folder 10 Carl Orff Canada Documents (1996-97): Including correspondence; membership directory; and copies of *Ostinato*, Vol. 22, Nos. 1 and 3 and Vol. 23, Nos. 2-3.

folder 30 Directory: Including handwritten notes and contact information for the Orff Institute, Carl Orff Foundation, Orff Center Munich, Orff-Schulwerk Forum, and Orff Schulwerk Associations in other countries.

Box 21

folder 11 Research Advisory Review Panel (RARP) (1991-97): Documents including correspondence; handwritten notes; meeting agendas; meeting report; and report of pre-conference meeting.

folder 12 Research Committee (1991-97): Documents including correspondence; Committee reports; meeting agendas; personnel lists for the Research Committee, the RARP, and the Research Interest Group; time line for research poster session; time line for research grant applications; research poster session informational flyer; and revised budget for the AOSA collaborative research project, phase 2.

folder 13 Research Interest Group (1996-97): Documents including copy of *Researcher Exchange: A Newsletter for Researching Teachers*, Nos. 1, 2, 4-9, 11, and 12; correspondence; and list of personnel.

Box 37

folder 1 Research Advisory Review Panel 1990-1994

folder 2 Research Committee – Research Advisory Review Panel

folder 3 Research Committee – Correspondence

folder 4 Research Committee – Correspondence

folder 5 Research Committee – Correspondence

folder 6 Research Committee – Correspondence

folder 7 Research Committee – Correspondence

folder 8 Research Committee – Research Newsletter and Correspondence

<u>folder 9</u>	Research Committee – Poster Sessions 1995
<u>folder 14</u>	Research Committee – Research Interest Group
<u>folder 15</u>	Research Committee – Research Interest Group
<u>folder 16</u>	Research Committee – Agendas and Reports 1993-1995
<u>folder 17</u>	Research Committee – Agendas and Reports 1987-1997
<u>folder 18</u>	Research Committee – Research Articles
<u>folder 19</u>	Research Committee – Bibliography Report
<u>folder 20</u>	Research Committee – Job Descriptions
<u>folder 21</u>	Research Committee – The Research Exchange
<u>folder 22</u>	Research Committee – Ideas for AOSA Research
<u>folder 23</u>	Research Committee – History Project
<u>folder 24</u>	Research Committee – Timeline
<u>folder 25</u>	Research Committee – Budgets
<u>folder 26</u>	Research Committee – Two-Minute Speeches for Annual Business Meetings
<u>folder 27</u>	Research Committee – Collaborative Research
<u>folder 28</u>	Research Committee – Articles, Posters, etc.
<u>folder 29</u>	Research Committee – Misc.
<u>folder 30</u>	Research Committee – Orffspiel
<u>folder 31</u>	Research Committee – “The Dr. is In” Project
<u>folder 32</u>	Research Committee – Film

Box 41

folder 44 Research Committee Agendas, Correspondence, Reports, and Surveys, 1999-2001.

sub-subseries b: grant proposals

Box 2

folder 7 Grant proposals: letter from Carol Huffman, dated December 14, 1981, with accompanying grant-related documents from the State of Ohio Department of Education, repro. of original documents (28 pages of text and forms); "Proposal Summary for Education Professions Development Act, Parts C, D, and F," from the Department of Health, Education, and Welfare, Office of Education, Washington, D. C., possible original document or submitter's copy/receipt, August 18, 1969 (5 pages of forms), accompanied by abstract of proposed program, ms. repro. (62 pages of text and charts).

Box 22

folder 31 Research Grant Proposals 1967

folder 32 Research Grant Proposals 1967

folder 33 Research Grant Proposals 1968

folder 34 Research Grant Proposals 1968

folder 35 Research Grant Proposals 1968

folder 36 Research Grant Proposals 1969

folder 37 Research Grant Proposals 1969

folder 38 Research Grant Proposals 1970

folder 39 Research Grant Proposals 1971

Box 23

- folder 1 Research Grant Proposals 1986-1988
- folder 2 Research Grant Proposals 1988-1990
- folder 3 Research Grant Proposals 1991
- folder 4 Research Grant Proposals 1991
- folder 5 Research Grant Proposals 1991
- folder 6 Research Grant Proposals 1991
- folder 7 Research Grant Proposals 1991
- folder 8 Research Grant Proposals 1992-1993
- folder 9 Research Grant Proposals 1995-1996
- folder 10 Research Grant Proposals 1996
- folder 11 Research Grant Proposals 1997
- folder 12 Research Grant Proposals (Undated)

Box 37

- folder 10 Research Committee – Research and Grants Notebook
- folder 11 Research Committee – Grant Evaluations
- folder 12 Research Committee – Grant Updates
- folder 13 Research Committee – Grant Reviews 1997

subseries 11: projects

Box 12

- folder 16 Special Project Committee: Calliope Project materials, including correspondence,
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committee reports, project abstract, brochures, and “Comet Halley: Teacher’s Guide,” by WETA 26 ©1985 by Greater Washington Educational Telecommunications Association, Inc.

folder 20 AOSA Management Search: Official correspondence and documents on the subject of obtaining outside financial and management services for AOSA purposes (1986).

folder 25 Correspondence related to reciprocal relations with other music education organizations, including the National Music Council; Musical America; The American Recorder Society; the Organization of American Kodály Educators; OAKE; the Dalcroze Society of America; and MENC (1985-87).

folder 26 Documents related to AOSA MENC Associate Membership (1983-85).

Box 13

folder 30 Correspondence Related to Banner Book Project (1985-87).

Box 14

folder 6 Copies of AOSA Ethics Statement and Related Correspondence (1988-89).

folder 7 AOSA-Attorney Correspondence (1986-89).

folder 19 Computer Bids 1987-88: Including related correspondence and informational documents on various models of computers.

Box 15

folder 1 Correspondence and documents pertaining to the management and financial audit of the AOSA as well as personnel-related policies and evaluation forms.

folder 8 Correspondence Related to AOSA project “Go Anywhere Badges” (1987).

folder 16 IRS Correspondence and Informational Documents Pertaining to Tax Exemption Status of the AOSA and Proposed Gillespie Scholarship (1985-86).

folder 19 Correspondence and Official Documents on the Subject of a Logo for the AOSA

(1987-88).

- folder 20 Steve Cohen Media Project: Correspondence and Related Informational Documents on the Subject of an AOSA Video (1988-89).
- folder 22 MENC Affiliation (1988-89): Including memos; correspondence; list of official personnel; list of MENC allied organizations; MENC auxiliary status contract; and repro. of section from the revised constitution of MENC (1988).
- folder 23 MENC Affiliation (1985-86): Including correspondence; copy of article on the subject of possible affiliation of the AOSA with MENC to appear in 1985 issue of *The Orff Echo*; and MENC Memorandum of Understanding.
- folder 24 Instrumentaria 1988: Instrumentarium inventory and evaluation forms; copies of instrument purchase receipts; correspondence; copy of conference instrument supplier agreement form for AOSA national conference; policies and procedures for conference instruments; and instrumentaria guidelines.
- folder 25 AOSA Physical Inventory Documents, ca. 1989.
- folder 27 National Association of Music Merchants (NAMM) Project Calliope (1987): Correspondence; project abstract; WETA Television Series Proposal of Calliope Project; and report to AOSA Board of the brief history of the television project's development.
- folder 30 AOSA Policy (1987-88): Correspondence to committee chairs and informational documents initiated by AOSA President Del Bohlmeier on updating and changing current policy and procedure.
- folder 31 AOSA Poster Project (1985-87): Correspondence; budget estimates; estimated project timeline; and samples and drafts of poster material.

Box 16

- folder 12 Documents Pertaining to the Orff Institute Library (1991).
- folder 16 Special Projects Committee (1986-87): copy of report to the AOSA Board on the WETA/AOSA television project; correspondence; and NAMM project funding application.
- folder 27 AOSA Group Tax Exemption Documents (1984-91): Correspondence; Cy-Don Associates, Inc. and Innovative Solutions facsimile to AOSA; documents pertaining to chapter presidents' request for umbrella non profit status;

requirements for AOSA umbrella status; outline of group exemption pros and cons; and IRS-issued application for recognition of exemption.

folder 42 MENC Connections (1989-91): Correspondence; MENC National Symposium highlights; calendar of regional forums; signed copy of MENC “A Resolution: The National Goals”; MENC national goals for education; and document titled “Testimony Prepared for Hearings of the Interior and Related Agencies Subcommittee of the House Appropriations Committee,” April 19, 1991.

folder 44 National Commission on Music Education (1990-91): Correspondence; informational brochures; order form for “Growing Up Complete”; and handwritten notes.

folder 45 Documents and Correspondence Pertaining to the Use of a Conference Facilitator for AOSA conferences (1988-89).

Box 17

folder 3 Materials on the Development of National Standards for Education in the Arts, including documents from the National Symposium on Standards in the Arts, Washington, D.C. (1993) and MENC Correspondence (1992-93).

folder 5 Documents from the National Symposium on Standards in the Arts, including MENC Correspondence and General Informational Documents Pertaining to the Symposium (1993).

folder 8 Informational Documents, Invitation, and Correspondence to the AOSA from the American Symphony Orchestra League on the Subject of the National Task Force “The American Orchestra: An Initiative for Change” (1992).

folder 43 Indiana National Conference Materials and AOSA History Project Committee (1991-93): Including correspondence; overview of purpose of History Project; and project updates via correspondence.

folder 46 1995 Centenary Conference (Dallas) and History Project Materials (1992-93): Including correspondence; meeting report; handwritten notes; Dallas Metroplex Chapter information and list of possible sponsors; Orff-Schulwerk Forum/Centenary Meeting materials including 3 color 4x6 photographs of unidentified persons addressed to AOSA President Marilyn Davidson, list of personnel, list of papers, program of events, budget, and protocol.

folder 47 *Con Brio* Materials (1991): Flyer calling for manuscripts for future editions of publication and National Black Music Caucus “Quick Facts”.

Box 18

- folder 1 MENC Affiliation and National Standards in the Arts Project (1992-93): Documents including correspondence; repros. of photographs; National Coalition for Music Education (NCME) mailings, including correspondence, project information, and NCME Newsletters, Vol. 1, Nos. 3-4, March-June 1992; and repro. of *Educational Leadership*, Vol. 49, No. 8, May 1992.
- folder 18 Non-Profit Publications and Resources (1991-92): Advertisement for informational publication on non-profit organizations; membership offer and informational brochure from the National Center for Nonprofit Boards; offer for a twice-monthly Non-Profit Tax Letter publication; and order form for the National Center for Nonprofit Boards Publications List, Fall 1991.
- folder 19 Sculpture of Carl Orff: 3 Color photographs of sculpture by Lisa Merkel of Carl Orff; publication containing other samples of Merkel's work; and 1992 letter from Philographikon Galerie Rauhut München to AOSA on the subject of this sculpture.
- folder 21 AOSA 25th Anniversary Pen (1992): Related correspondence and sample pen.
- folder 38 Isabel McNeill Carley Library Documents (1990-92): Including correspondence; report on the progress of the collection at the University of Arizona; copy of agreement between the AOSA and the University of Arizona Library; Library Study Committee report; IMCL chronology; draft of archive's finding aid by the University of Arizona; and list of materials in the archive as of August 1992.

Box 19

- folder 6 AOSA Computer Survey (1991): Including related correspondence and survey results.
- folder 9 Copyright-Related Documents (1977-93): Including correspondence related to AOSA use of copyrighted materials; "Where Has All the Music Gone (And What Are We Going to Do About It)?" by Arnold Broido, copy of article appearing in *Music Educators Journal*, October 1991; AOSA Ad Hoc Copyright Committee report; "Copyright: Staying Within the Law, A Resource Guide for Educators," ©1988 by Public Broadcasting Service; informational brochure titled "The Copyright Law and Educators"; informational brochure titled "The Church Musician and The Copyright Law"; copy of copyright request form; repro. of document titled "Guidelines for the Use of Copyrighted Music Material"; repro.

of article titled “What It Says”; repro. of article “The United States Copyright Law: A Practical Outline,” reprinted in *The Orff Echo*, Fall 1987; copy of *Music Educators Journal*, October 1977; and copy of *Music Educators Journal*, April 1977.

- folder 12 AOSA Goal Setting Documents (1993-95): Including AOSA ten-year plan; correspondence; AOSA members’ ideas for the future of the AOSA; *Region II News: A Newsletter for Region II Chapter Presidents and Board Members*, Winter 1994; suggestions for National Board of Trustees goal setting meeting from the Editorial Board; advertisement sample from high school music program; Carol Erion’s President’s Message; and music examples.
- folder 13 AOSA Mission Statement Documents (1989-92): Including correspondence and drafts of mission statement.
- folder 14 Isabel McNeill Carley Library (IMCL) Documents (1986-92): Including correspondence; IMCL reports; first draft of guidelines for acquisitions; list of current holdings; copy of agreement between the University of Arizona Library and the AOSA; and IMCL chronologies.
- folder 15 Orff Building (1994): Including correspondence in English and German and repros. of articles relating to the proposal of designing a building based on the ideas of Orff-Schulwerk.
- folder 16 1993 MENC “Toward Tomorrow: New Visions for General Music” Symposium Materials and General MENC Documents (1993-94): Including correspondence; symposium schedule; copy of “Memorandum of Understanding” between MENC and Auxiliary Status Organizations; MENC associate membership information; teaching strategy submission form; document titled “Setting the Record Straight: Give and Take on the National Standards for Arts Education,” by the Consortium of National Arts Education Associations; MENC registration form; list of National Music Education Summit Invited Organizations; and meeting notes.
- folder 17 American Recorder Society (ARS) (1991-95): Including correspondence; excerpt from National Music Council Membership Directory; copy of *ARS Newsletter*, No. 31, Winter 1992; form 990: Return of Organization Exempt From Income Tax; and ARS business membership application form.
- folder 18 International Society for Music Education (ISME) Documents (1994): Including ISME informational brochure; and correspondence related to AOSA showcase at ISME conference.
- folder 21 National Education Standards Project (1993): Documents including MENC correspondence; copy of article “Consensus Project on Arts Education Assessment Begins,” by Frank Philip; AOSA correspondence; copy of resolution

in support of the National Standards for Arts Education signed by Carol Erion; document titled "Testimony Concerning Opportunity to Learn Standards Prepared for the National Governors Association, Washington, D.C., May 18, 1993," by Paul R. Lehman; draft of document "National Standards for Education in the Arts: What Every Young American Should Know and Be Able to Do in the Arts," by the Consortium of National Arts Education Associations; "Shooting for the Moon: Standard for the Arts," by A Graham Down and Ruth Mitchell, copy of article appearing in *Educational Leadership*, February 1993; and correspondence related to and draft of 1996 NAEP Arts Education Consensus Project "Arts Education Assessment Framework."

folder 22 Correspondence related to AOSA Video titled "Portrait of AOSA" and Feedback from 1994 National Conference in Philadelphia (1994).

folder 24 AOSA and Tony Palmer Correspondence on the Subject of a Carl Orff Documentary Film (1994).

folder 25 National Professional Certification Documents (1993): Including correspondence to AOSA President Carol Erion; National Board for Professional Teaching Standards (NBPTS) information sheet for teachers; list of framework of national board certificates; "How the National Board Builds Professionalism," by Mary-Dean Barringer, repro. of article appearing in *Educational Leadership*, March 1993; *Teacher-to-Teacher: A Publication for the NBPTS Field Test Network*, September 1993; draft position paper titled "The School as A Workplace for Teaching and Learning," by the NBPTS; early adolescent/generalist National Board Certification information; "National Tests: What Other Countries Expect Their Students to Know," by the National Endowment for the Humanities, Lynne V. Cheney, Chairman; copy of *Music Educators Journal*, September 1991; and 1990 NBPTS Annual Report.

folder 30 Documents Related to AOSA Financial Audit (1988-91): Including budget planning papers; balance sheets; informational financial documents; handwritten notes; repro. of section of *The Choral Journal* outlining the assets, liabilities, and fund balance of the American Choral Directors Association; "The Dale Warland Singers Report of Audits of Financial Statements for the Years Ended June 30, 1989 and 1988," by Coopers and Lybrand CPA and additional notes to financial statements; firm profile of and information on D. L. Donohoo & Co., CPA; and copy of request for proposal management study.

folder 31 AOSA Management Letter, November 17, 1989.

folder 34 AOSA Management Report, December 12, 1989.

Box 20

- folder 5 List of AOSA Physical Inventory.
- folder 6 Copies of Various Sizes of AOSA Logo.
- folder 8 Documents Related to Patricia Brown (1993): Including program for “A Celebration of the life of Patricia Brown,” November 6, 1993, Woodshole, Mass.; musical example; list of letter recipients; information flyer regarding memorial play-in; repro. of obituary appearing in unidentified newspaper, September 14, 1993; and correspondence detailing Brown’s life and achievements.
- folder 16 1993 Composition Contest (1992): Correspondence; tentative projected schedule for contest; progress report on the AOSA National Composition Contest for 1993; and contest proposal to the AOSA Board.
- folder 28 Conferon, Inc. Materials (1995): Including correspondence; invoice from 1994 Philadelphia Conference; copy of AOSA/Conferon agreement; and general informational documents on Conferon, Inc.
- folder 29 AOSA Logo Copyright Documents (1995-96): Including correspondence concerning use of the AOSA logo; “Photocopying...You Are Paying for It,” by Sandy Feldstein, repro. of reprint of article appearing in *Illinois Music Educator*, Vol. 49, No. 3; and copyright law-related informational documents.
- folder 40 Repros. on Paper and Transparencies of Content from the AOSA Homepage.
- folder 44 MENC Documents (1993-98): Including memorandum of understanding between MENC and organizations maintaining associated status with MENC; correspondence; repro. of application for music industry conference showcase clinic; music industry showcase and mini-classroom clinics information sheet; list of AOSA National Board of Trustees and national or division officers; repro. of MENC registration form for auditors; MENC hotel registration form; repro. of article “Point-Counterpoint: Music’s Intrinsic Value,” by unidentified author(s), appearing in *Music Educator’s Journal*, March 1997; copy of *MENC Manager’s Ledger*, Vol. 1, No. 1, Winter 1994-95; “Music for Every Child through Orff Schulwerk,” transcript of presentation given by Arvida Steen, April 20, 1996; MENC national symposium registration form; repro. of showcase clinic notification for MENC Northwest Division Conference; outline of MENC National Assembly standards and assessment; copy of MENC document “State and Local Advocacy Issues, Supplemental Information for: How to Work with State Governments, How to Work with Local School Boards, and How to Motivate Grassroots,” by June Hinckley, Phyllis Kaplan and Gary Wolfman, and Marcia Neel, respectively; “Surfing the Internet: The Challenge for Music Education,” by Steve Schultz, discussion leader at MENC National Assembly; “A

Strategic Plan for the Music Educators National Conference,” by unidentified author(s), November 1995; “Running an Effective Board Meeting,” by Dennis Granlie, discussion leader; list of personnel for 1996 MENC National Assembly Meeting; MENC National Assembly schedule; videoconference summary of “Reasons and Resources: Essential Strategies for Arts Education”; and copy of *National Coalition for Music Education* newsletter.

- folder 45 Lists of MENC-Allied Organizations.
- folder 46 1997 MENC Eastern Division Conference in Baltimore (1996): Documents including correspondence; showcase clinic notification for *Power Through Partnership*; planning meeting agenda; and lists of delegates for planning meetings.
- folder 47 MENC Resources (1996-97): Documents including correspondence; AOSA product lists; AOSA product order form; and handwritten notes.
- folder 48 1994-96 MENC Summits (1996-97): Documents including list of organizations; outline titled “Addressing Educational Reform in Music”; packet of information detailing MENC summit summary, *The American School Board Journal*, and Goal 2000 Arts Education Partnership; agenda for National Music Education Summit, Follow-up Planning meeting; copy of 1996 Music Education Summit Evaluation; *The American School Band Directors’ Association (ASBDA) Newsletter*, Vol. 5, No. 2, November 1996; correspondence; informational sheet titled “How to Make Meetings Work: The Facilitator”; Carolee Stewart’s curriculum vita; copy of Carolee Stewart’s MENC summit registration and organization information sheet; and promotional flyer for MENC summit.
- folder 50 National Coalition for Music Education: Monthly update on National Standards in the Arts for October 1994.
- folder 51 National Music Council (NMC) Documents (1996-97): Including Board of Directors ballot; correspondence; American Society of Composers, Authors, and Publishers (ASCAP) documents on proposed Congress bill; Recording Industry Association of America (RIAA) mailing on copyright protection; document titled “The Recording Industry’s Voluntary Parental Advisory Program”; American Symphony Orchestra League promotional material, documents for general distribution titled “Status Check: Federal Legislative/Regulatory Issues” and “Public Policy and America’s Orchestras: 1996”; NMC 1997 directory of member associations.
- folder 52 National Standards in the Arts (1993): Including correspondence and documents detailing proposed arts standards.
- folder 54 Non-profit Information (1987-93): Documents including National Center for

Nonprofit Boards Governance Series Papers “Board Passages: Three Key Stages in a Nonprofit Board’s Life Cycle,” by Karl Mathiasen, III and “Understanding Nonprofit Financial Statements: A Primer for Board Members,” by John Paul Dalsimer; order form for Support Centers of America Nonprofit Management Reprints and Tools; articles “Keeping Nonprofit Organizations Out of Trouble,” by William Warshauer, Jr.; “Operating Reserves: Financial Security in Troubled Times,” by William Warshauer, Jr. and Joel W. Meyerson; “Community Focus, Confronting Economic Uncertainty: The Role of Operating Reserves,” by William Warshauer, Jr. and Joel W. Meyerson; “What Can You Say When a Member Asks, ‘What Do I Get for My Dues?’,” by P. Timothy Dietz and Duncan H. Cameron; “Nonprofit Accounting: Current Developments in Accounting, Auditing and Financial Reporting of Museums and Historical Agencies,” by Richard F. Larkin; “Preparing for the Audit,” by Richard F. Larkin; “Fund Raising Management: How to Maximize the Return from Your Operational Budget,” by Richard F. Larkin; “Financial Care and Feeding of the Non-Profit Organization,” by Richard F. Larkin; “How to Handle the Unique Problems of Nonprofit Organizations,” by Richard F. Larkin; “The Audit Committee: The Board of Trustees of Not-for-Profit Organizations and the Independent Accountant,” by unidentified author(s); “Making Sense of Your Financial Data,” by Richard F. Larkin; “Effective Internal Accounting Control for Nonprofit Organizations: A Guide for Directors and Management,” by unidentified author(s); and “Accounting for Nonprofits,” by Richard Larkin; copy of *Connecticut CPA Quarterly*, Vol. 51, No. 2, December 1987; Support Center of Washington Participant Roster and workshop outline; list of financial indicators for nonprofit organizations; balance sheets; and section from newspaper titled “Management and Leadership: Resources for Non-Profits,” from January 1993.

folder 58

Organization of American Kodály Educators (OAKE) Documents (1995-97): Including informational brochures; correspondence; OAKE financial summary report; OAKE Annual General Meeting agenda; call for materials by the Publications Committee of OAKE; excerpt of record of dissertation abstracts, including abstract with the title “The Organization of American Kodaly Educators: Its History and Impact on American Music Education,” by Kate Thomas Stephen; typewritten transcript of speech given at OAKE conference by unidentified member of the AOSA; directory for OAKE National Conference in Provo, UT; informational brochure on the historic Temple Square of the Church of Jesus Christ of Latter-Day Saints; conference and surrounding area information; announcement of the OAKE National Children’s Honor Choir; program from 1996 OAKE Conference; minutes from annual general meeting; meeting agenda; form for OAKE nominations; OAKE national conference evaluation form; 1996 OAKE National Conference program; OAKE conference invoice from Brigham Young University; proposal forms; and membership survey.

folder 62

Report on the Management and Financial Audit of the American Orff-Schulwerk

Association by Jeffrey D. Ford and Ray G. Stephens and Related Correspondence (1986).

Box 21

folder 9 RE-Echoes I, II, III (1991-96): Correspondence relating to Orff Re-Echoes project and list of articles with author, date, and article type information.

folder 15 AOSA 10-Year Plan (1994-95): Documents including outline of future goals and plans; copy of message from the president of OAKE, appearing in *Kodály Envoy*, Winter 1995; correspondence; outline of document titled “Questions to Be Answered”; AOSA job description for Ad Hoc Committee for oversight of AOSA’s 10-year plan;

folder 17 Umbrella Status (1991-96): Documents including lists of AOSA chapters under the AOSA non-profit umbrella; correspondence; copy of umbrella status tracking file; list of subordinates (chapters); and form letter to AOSA chapters on non-profit umbrella status;

folder 18 “Orff-Schulwerk, A ‘Simple Gift’ to Music Education” Video (1993-97): Including 29 color photographs and negatives and documents including correspondence; video notes; invoices from Market Vision Studios Corp., Irvington, NY; invoice from Boosey & Hawkes for video license; handwritten notes; video comments from Media Committee; 8-lesson sequence for proposed AOSA video by Judith Thomas; informational packet about the people assisting with the AOSA video; notes for the Film Committee; blank parental consent form for AOSA video; and signed parental consent forms.

Box 22

folder 30 AOSA Audio-Visual Library (Cleveland, OH).

Box 37

folder 33 Projects – Introductory Orff-Schulwerk Course

folder 34 Projects – Founder’s Day Letter

folder 35 Projects – Symposium 2000

- folder 36 Projects – Publicity and P/R Committee
- folder 37 Projects – Professional Development Committee
- folder 38 Projects – Personnel Committee
- folder 39 Projects – Orff Institute/Forum
- folder 40 Projects – Film Committee
- folder 41 Projects – Honorary Members
- folder 42 Projects – Guest Educator Program
- folder 43 Projects – Foresight Committee
- folder 44 Projects – 1974 Annual Chapter Questionnaire
- folder 45 Projects – 1992 Composition Contest
- folder 46 Projects – 1973-1974 College and University Survey

Box 38

- folder 1 Projects – AOSA 1973-1974 College and University Survey
- folder 2 Projects – AOSA 1973-1974 College and University Survey
- folder 3 Projects – AOSA 1973-1974 College and University Survey
- folder 4 Projects – AOSA 1973-1974 College and University Survey
- folder 5 Projects – AOSA 1973-1974 College and University Survey
- folder 6 Projects – AOSA 1973-1974 College and University Survey
- folder 7 Projects – AOSA Advocacy Video
- folder 8 Projects – Conference Committee
- folder 9 Projects – Industry

- folder 10 Projects – Media Committee
- folder 11 Projects – Membership Committee
- folder 12 Projects – M.E.N.C.
- folder 13 Projects – *The Orff Echo*

Box 41

- folder 45 AOSA: “Creating a Knowledge-Based Association,” by Innovations Plus with Tecker Consultants, September 15, 2000.
- folder 46 National Association of Music Merchants (NAMM) funding application and correspondence with AOSA, 1999.
- folder 47 AOSA/MENC Materials: Including articles, notes, correspondence, documents relating to the 4th Biennial National Music Education Summit (2000), lists of related organizations, and MENC financial statements for 1998.
- folder 48 International Association of Jazz Educators (IAJE) and AOSA partnership materials, 2000-01.
- folder 49 AOSA strategic plans and short- and long-term plans, 1999-2001.

Box 42

- folder 1 Undergraduate Music Education Curriculum Materials (1999-2001): Executive Board correspondence, National Association of Schools of Music (NASM) materials, the College Music Society with MENC materials, undergraduate curricula samples, and articles: “Justifying Music Instruction in American Public Schools: An Historical Perspective,” by Estelle R. Jorgensen; “A Review [of Mary Elizabeth Shamrock’s *Applications and Adaptations of Orff-Schulwerk in Japan, Taiwan and Thailand*],” by Patricia Shehan Campbell; “Music in a Double-Bind: Instruction by Non-Specialists in Elementary Schools,” by Liora Bresler; “Some Directions for Research in Elementary General Music,” by Betty W. Atterbury; and Report on Teacher Education [No. 6, November 1972] by Stephen Stranahan, Chairman, ©Greater Cleveland Associated Foundation, not dated.
- folder 2 AOSA Website Development Documents (2000-01).

folder 27 A/V Library Documents (1999).

subseries 12: financial statements

Box 12

folder 5 AOSA Budget Documents (1978-87).

folder 6 Financial Statements (1982-86): Documents including Executive Secretary reports, budgets, Fiscal Committee materials, correspondence related to IRS tax-exemption, income statements, and fiscal reports.

Box 16

folder 22 Correspondence from the Treasurer (1974-87) and Financial Documents Including: form of temporary exemption from Missouri Sales/Use Tax; financial report; handwritten notes; and income statement.

folder 26 Annual Financial Reports (1980-87).

Box 17

folder 51 Budget-Related Documents (1989-94): Budget planning papers; balance sheets; proposed budget for 1992 Minneapolis National Conference; and budget comparison statements.

Box 18

folder 17 Treasurer Materials (1992-93): Including correspondence; balance sheets for 1992; and handwritten notes.

Box 19

folder 7 Financial Reports (1991-96): Including correspondence; balance sheets; budget worksheet; chart for summary of AOSA unrestricted funds; handwritten notes; Personnel Committee agenda; budget planning documents; AOSA financial statements; synopsis of financial statistics; and "Report on the Management and Financial Audit of the AOSA," by Jeffrey D. Ford and Ray G. Stephens, August 20, 1986.

folder 32 AOSA Financial Statements, June 30, 1989.

Box 38

folder 16 Financial – Misc. Invoices

folder 17 Financial – August Graphics Invoices

folder 18 Financial – OCR Invoices

folder 19 Financial Statements – 1997

folder 20 Financial Statements – 1998

folder 21 Financial Statements – 1999

folder 22 Financial – Misc. Documents 1973-1974

folder 23 Financial – Financial Assistance Committee

folder 24 Financial – Balance Sheets 1969-1999

folder 25 Financial – Projected Budgets 1970-1981

folder 26 Financial – Conference Reports 1970-1979

folder 27 Financial – Merrill Lynch Statements 1997-1999

folder 28 Financial – Treasurer's Notebook

subseries 13: Membership Committee

Box 12

- folder 13 Chapter President's Packet (September 1986).
- folder 15 Membership Committee Documents (1985-87): Minutes of meetings; Distinguished Service Award documents; correspondence; notes; and brochures.
- folder 17 Regional Representatives-Related Materials (1981-87): Including correspondence; minutes of AOSA chapter meetings; chapter annual reports; notes, map of United States divided into AOSA regions; chapter newsletters, agendas, and AOSA procedure guidelines.

Box 14

- folder 11 Distinguished Service Award Documents (1987): Applications, Correspondence, and related AOSA policies.

Box 15

- folder 10 AOSA Honorary Membership Documents (1987): Including descriptions of purpose and guidelines; correspondence; award certificates; and list of current AOSA honorary members.
- folder 11 AOSA-Music Industry Correspondence and AOSA Industry Reports (1988-1989).
- folder 21 Membership Committee: Reports, Informational Documents, and Correspondence (1988).
- folder 35 AOSA Correspondence to Regional Representatives (1987-89).

Box 16

- folder 13 Membership Committee (1989-91) (1 of 2): Board membership materials including correspondence; Executive Secretary's report to the National Board of Trustees; AOSA and MENC informational brochures; handwritten notes; membership campaign documents; committee reports; list of 1990 Membership Campaign Steering Committee personnel; and membership campaign outline.
- folder 14 Membership Committee (1985-91) (2 of 2): Board membership materials including handwritten notes; AOSA informational brochure; correspondence;

Distinguished Service Award (DSA) information; committee meeting agendas; and DSA nomination form.

Box 17

- folder 18 Correspondence Relating to AOSA Honorary Members (1991).
- folder 19 Industry Reports and Correspondence to AOSA Board (1991-92).
- folder 33 Distinguished Service Award Informational Documents and Correspondence (1992).

Box 19

- folder 26 Membership Committee Documents (1990-95): Including correspondence related to an AOSA questionnaire and form letters to AOSA members.

Box 20

- folder 12 Drafts of Certificates of Appreciation to Various AOSA Members.
- folder 13 Documents Pertaining to AOSA Chapters (1995-97) (1 of 2): Including form letters to chapter officers; "News from National"; guidelines and policy for applicants of chapter mini-grant assistance; copy of 1995 annual report summary; correspondence; and Advisory Board meeting minutes.

** ** folder 13 item housed in Box 46/29:
1995 Chapter Annual Report Summary.

- folder 14 Documents Pertaining to AOSA Chapters (1995-96) (2 of 2): List of chapter local/national membership history; lists of missing Chapter Board members; copy of 1996 National Annual Report Summary; informational documents on chapters; Advisory Board meeting minutes; 1996 Chapter Annual Report form; correspondence; and AOSA informational document titled "Membership in the AOSA Helps You and the Teaching Profession."

** ** folder 14 item housed in Box 46/30:
1996 Chapter Annual Report Summary.

- folder 41 Correspondence and Certificates Related to Honorary AOSA Membership (1995-96).
- folder 43 Membership Committee (1988-97): Documents including committee reports; correspondence; committee meeting agendas; overview of AOSA Industry Award; notes for Advisory Board Membership Workshop; informational charts on AOSA membership; subscription form for *The Orff Echo*; information on the proposed Membership Campaign Steering Committee; repro. of promotional AOSA brochure; overview of membership campaign, phase 1, 1990; AOSA informational brochure; handwritten notes; Region 3 address list; repro. of section of *American Dalcroze Journal*, Vol. 17, No. 2, Winter 1989; and chart on AOSA membership professional category analysis.
- folder 60 Industry Representative Reports and Correspondence (1992-97).
- folder 64 Distinguished Service Award (DSA) (1996): Documents including correspondence; DSA nomination form; repro. of blank DSA certificate; and purpose and guidelines for the DSA.
- Box 42**
- folder 3 Membership Committee Agendas and Action (1993-94).
- folder 4 Membership Committee Agendas (1994-95).
- folder 5 Membership Committee Agendas and Action (1995-96).
- folder 6 Membership Committee Agendas, Correspondence, Minutes, Budgets, and Plans (1999-2001).
- folder 8 AOSA Brochures, Related Correspondence, and B&W 8x10 Photograph (1992-97).
- folder 9 AOSA Awards-Related Correspondence (1999-2000).
- folder 10 AOSA Distinguished Industry Award (DIA) Related Documents (1996-99).
- folder 11 AOSA DIA Documents (2000): Sylvia Perry, Awardee.
- folder 12 AOSA Distinguished Service Award (DSA) Documents (1989-93).
- folder 13 AOSA DSA Documents (1989-96).

- folder 14 AOSA DSA Documents (1996-99).
- folder 15 AOSA Industry Service Award and DSA Past Ballots (1 of 2).
- folder 16 AOSA Industry Service Award and DSA Past Ballots (2 of 2).
- folder 17 Membership Advocacy-Related (1985-98): Documents, notes, charts, and 1 graph.
- folder 18 Membership Budgets (1996-2000).
- folder 19 Membership Committee Reports and Agendas (1996-98).
- folder 20 Membership Committee Materials for DIA and DSA (1999-2000).
- folder 21 Membership Committee General Documents (1988-93) (1 of 2).
- folder 22 Membership Committee General Documents (1988-93) (2 of 2).
- folder 23 AOSA Membership Materials (1985-89): including job description, policy, written report format; past years' agendas and minutes; DSA history, nominations, and correspondence; reviews and evaluations; other forms; and status of AOSA chapters.
- folder 24 AOSA Membership Poster Materials (1999).
- folder 44 AOSA Special Awards-Related Documents (1997-99): including Honorary Membership, ISA, DSA, and Wolfgang Hartmann Honorary Membership.

subseries 14: other committees

Box 4

- folder 8 Minutes of AOSA Board and Committee Meetings, Correspondence, and Documents with Financial, Organizational, and Informational Content (1977-80 and 1983) (1 of 2): Minutes of meetings including Editorial Committee Agendas, Annual Business Meetings, Executive Board Meetings, Advisory Board; Correspondence including persons Isabel McNeill Carley, Luisa E. Burns, Janet E. Hudson, Mrs. Laurence Levine or Claire Levine, Janice Rapley, Verna McCauley, Marion F. O'Connell, Kate Grieshaber, Gin Ebruger, Pat H., Edith Elliott, Patsy Smith, Lillian Yaross, Millie, Judy, Mary, Ruth, Jane, and Betty; Treasurer's Reports, estimated and projected budgets, documents concerning the

Gunild Keetman Scholarship Fund, *Orff Re-Echoes* business, invoices for editions of *The Orff Echo*; various pages of handwritten notes on AOSA business, list of teachers and respective areas of specialty, address of state arts agencies, list of Orff-related courses at Hartwick College, Oneonta, NY, map of contiguous USA, AOSA Executive Secretary's Report (1979), information on summer training courses in Orff-Schulwerk (1979), Annual Chapter Report (1978), list of AOSA committees, (1979-80), Editor's Report (1979), President's End-of-Year newsletter (1978-79).

folder 9 Minutes of AOSA Board and Committee Meetings, Correspondence, and Documents with Financial, Organizational, and Informational Content (1977-80 and 1983) (2 of 2): Minutes of Editorial Committee, Editorial Board Agenda (1979); Committee Correspondence; projected budget for 1979; Chapter Coordinator's Report (1979), Editor's Reports (1979), and list of articles subdivided into the categories: "Articles in Galley," "Reviews in Galley," "Reviews Received," "Books Received," "New Articles," and "Articles Assigned."

Box 12

folder 10 Film Committee Materials (1984-86): Documents relating to AOSA film project "American Odyssey".

folder 12 Publicity/Public Relations Committee Documents (1984-87): Including reports, procedures, correspondence, Guest Administrator Program materials, and budget requests.

folder 14 Library Committee Materials (1984-87): Documents including correspondence, notes, minutes, job descriptions, lists of publications, budgets, reports, and lists of holdings.

folder 18 Editorial Committee (1982-84): Materials pertaining to publication *Orff Re-Echoes*, including correspondence; lists of publications rated by the committee; notes and agendas from meetings; editor's reports; drafts of articles for possible use in *Orff Re-Echoes*; and example of article review form.

Box 13

folder 8 Annual Business Meeting Documents (1986-89): Reports, correspondence, and minutes.

folder 21 Introduction to Schulwerk (IS) Documents (1989): History of AOSA Conference Program.

Box 14

folder 8 Foresight Committee Documents: Committee job descriptions; correspondence, and documents related to long-range AOSA planning.

folder 13 Correspondence and Informational Documents Pertaining to Copyright Issues and Related AOSA Ad Hoc Committee (1988-89).

Box 15

folder 3 Grants Committee Materials (1987-89): Agendas and Reports.

folder 9 Higher Education Committee (1987-88): Agendas; correspondence; AOSA guidelines for classroom teachers course; list of Orff-Schulwerk summer courses for 1988; list of institutions offering AOSA-approved Orff Certification courses for 1988; and list of AOSA-recommended introductory Orff-Schulwerk courses.

folder 17 Correspondence Pertaining to 1984 Meeting of the Ad Hoc Committee on Personal Relations Held at National Conference in Las Vegas (1985).

folder 34 Publicity/Public Relations Committee Materials (1987-89): Correspondence and informational documents on subjects including guest administrators for AOSA national conferences; possible designs for an AOSA banner; official receptions; workshop programs; P/PR agendas; guest educator program

Box 16

folder 2 Conference Committee (1990-91) (1 of 3): Correspondence; receipts of instrument purchases; proposed Denver conference budget; 1990 national conference chairperson's final report; 1991 San Diego conference materials; AOSA committee report; and instrumentarium inventory and evaluation forms.

folder 3 Conference Committee (1987-90) (2 of 3): Denver conference report to the AOSA Executive Board; preliminary conference registration committee guidelines; proposed Denver conference budget; event planning correspondence; copy of AOSA conference hotel selection guidelines; summary of evaluations for

1989 Atlanta conference; 1990 conference evaluation form; outline of organization plan for AOSA national conferences; AOSA committee report; copy of policies for AOSA owned instruments; repro. of motion moved on September 9, 1990; final anticipated budget for 1988 Detroit conference; AOSA industry report; badge-related correspondence; 1987 budget revision; national conference VIP list; AOSA National Conference Board Report for 1987 Chicago conference; and handwritten notes.

- folder 4 Conference Committee (1985-90) (3 of 3): Executive Board meeting report; 1986 Boston conference projected budget; event planning correspondence; 1985 conference recommendations; handwritten notes; outline of 1985 Executive Board meeting; notes on Atlanta as possible 1989 conference site; Chicago conference feedback; outline of meeting with Minnesota chapter of the AOSA to plan for 1992 conference; instrumentarium inventory and evaluation form; and AOSA committee report.
- folder 17 Editorial Committee (1986-89): *The Orff Echo* Editor's reports; correspondence; Interim Editor's report; list of *The Orff Echo* advertising rates; job description; handwritten notes; and meeting agenda.
- folder 20 Audit Committee (1985-89): Correspondence; balance sheet (1987); AOSA Management Report (1989); AOSA Fund Report (1989); and AOSA Management Letter (1989).
- folder 24 Finance Committee Documents (1984-90): Balance sheets; income statements; list of assets; proposed conference budget; budget worksheets; budget planning materials; repro. of treasury bond for the AOSA Keetman Fund; invoice for accountant services; and draft of The Dale Warland Singers' "Report on Audits of Financial Statements for the years ended June 30, 1989 and 1988."
- folder 25 Budget Committee (1989-92): Correspondence; budget planning documents; proposed budgets for Media Committee; expense totals for *The Orff Echo*; balance sheets; handwritten notes in outline format; MENC audit report balance sheet; and Publicity/Public Relations Committee Budget.
- folder 30 Media Committee (1985-91) (1 of 2): Correspondence; meeting agendas; AOSA video tentative timeline; AOSA video survey; committee reports; handwritten notes; overview of formation of Isabel McNeill Carley Library (IMCL); conference schedules; job descriptions; A/V Library report; list of video and film loans for March – September 1989; film library report; draft of AOSA film guide supplement to American Odyssey; budget proposal; and film committee report.
- folder 31 Media Committee (1984-89) (2 of 2): Correspondence; A/V Library reports; form for IMCL receipt of materials; video and film loans for November 1988 – March 1989; signed copy of Detroit AOSA conference videotaping contract; meeting

agendas; Orff-Schulwerk video information; IMCL report; minutes of Film Committee report; Film Committee Budget; and film and video list as of March 1987.

folder 32 Publicity/Public Relations Committee (1988-91): AOSA public relations manual; budget; meeting agendas; committee reports; AOSA Denver conference publicity board meeting report; copy of *Pi Lambda Theta Newsletter: National Honor and Professional Association in Education*, Vol. 34, No. 4, Spring 1990; copy of AOSA guest educator program applications for September 1989; and AOSA Atlanta conference publicity board meeting report.

folder 36 Introduction to Schulwerk (IS) Committee (1983-90): History of IS; correspondence.

folder 41 Ad Hoc Ethics Committee Guidelines and Notes (1977-81).

Box 17

folder 11 Meeting Agendas of Various AOSA Committees (1991-93).

folder 14 Foresight Committee Documents (1991-93): Including minutes of Board report; committee report; agendas; handwritten notes; and correspondence.

folder 40 Conference Committee Materials (1992-93): Regional conference report; Local Conference Committee timeline; correspondence; meeting agendas; and Committee report.

folder 42 Indianapolis Conference Committee (1992-93): Including correspondence; informational documents; draft of conference registration form; handwritten notes; list of presenters, honored presenters, and special guests; schedules for November 11-13; résumé of Jeffrey Hoover; composition contest proposal for Indianapolis conference; composition contest tentative projected schedule; composition contest guidelines; directory of new music service organizations; copy of article "New Music for Your Students: Sponsoring A Composers' Competition," by Jeffrey Hoover; list of library membership; list of music industry membership; Orff-Schulwerk bibliography; musical example with ranges of the barred instruments and recorders; progress report on the composition contest; and license agreement.

Box 18

- folder 10 Process Video Ad Hoc Committee (1992): Correspondence; personnel list; and project prospectus.
- folder 11 Professional Development Committee (1990-91): “Meeting of the Minds” meeting agendas; Task Force materials; and Classroom Teachers Guidelines
- folder 12 Professional Development Committee Orff Apprenticeship Program (1990-92): Including information for press release; correspondence; description of program submitted to the AOSA National Board; application and related forms; musical example titled “Cup Passing Game”; committee agenda; “Meeting of the Minds” meeting minutes; description of level course apprenticeship program; list of criteria for Orff Schulwerk Teacher Training Courses; Task Force on Teacher Training and Certification meeting minutes; AOSA budget information; and handwritten notes.
- folder 13 Publicity and Public Relations Committee (1992): List of guest educators for the National Conference in Minneapolis; correspondence; and committee report.
- folder 14 Regional Representatives Committee Documents (1992-93): Including copy of *Region II News: A Newsletter for AOSA Chapter Presidents*, February 1993; meeting minutes; correspondence; meeting agendas; material from National for regional newsletter; National Annual Report summary; information regarding term of office for committee; copy of *The Timpani: AOSA Newsletter for Region II Chapter Presidents*, Vol. 1, No. 1, August 1992; timeline for chapter presidents’ newsletter; and information regarding an Advisory Board meeting on November 5, 1992.
- folder 23 Personnel Committee (1990-93) Committee job description; correspondence; committee reports; committee policy and procedure; personnel evaluation forms; and handwritten notes.
- folder 33 Membership Campaign Committee (1991-93) (1 of 2): Including correspondence; update on membership total; list of personnel on the Membership Campaign Steering Committee; transcript of conference call; committee reports; meeting agenda; committee projected activities; and AOSA membership flyer.
- folder 34 Membership Campaign Committee (1990-93) (2 of 2): AOSA presidents’ letters to members; correspondence; and committee meeting minutes.
- folder 36 Minority Advisory Ad Hoc Committee (1991-93): Including handwritten notes; meeting notes; list of committee members; correspondence; and committee suggestions for attracting members with culturally diverse backgrounds.
- folder 37 Media Committee (1991-94): Including committee report; meeting agendas; Minnesota video project information; Publicity/Public Relations Committee

report; correspondence; A/V Library report; Media Committee proposed budget; report to annual business meeting; service agreement between AOSA and Kinsella Video Productions, Inc.; and personnel list for "Process Video" Ad Hoc Committee.

Box 19

folder 3 Personnel Lists and Information Pertaining to AOSA Ad Hoc Committees, including the Multicultural Committee, the Teacher Training Task Force Committee and its sub-committees, and the American Recorder Society/AOSA Joint Committee (1992-94).

folder 5 Budget Committee (1992-96): Including correspondence; budget information; finance committee and treasurer job descriptions; chart of accounts; balance sheets; budget meeting documents; chart of history of staff salaries; budget planning documents; chart for summary of AOSA unrestricted funds; and certificate of insurance.

folder 20 Foresight Committee (1991-93): Including meeting agendas; committee reports; guidelines for selection of AOSA-sponsored showcase presenters; and correspondence.

Box 20

folder 27 Conference Committee Documents (1991-97): Including music convention list for Fall 1996; agendas for Committee meetings; Conference Committee report; drafts of Instrument "Wish List" for Supplementation of Existing AOSA Instrumentaria; AOSA Committee Reports; correspondence; copy of generic budget worksheet; recommendations for future AOSA conference sites; AOSA 1995 national conference industry showcase room information; application form for AOSA industry showcase; timeline for exhibitor letter/industry showcase applications; form letter to AOSA exhibitors; draft of list of movement session leaders and headlines for future AOSA conferences; generic conference budget; copy of King Kong Kases agreement; conference planning timeline; and host chapter form letter.

folder 33 Executive Committee Miscellaneous Documents: Including items for discussion in 1993 meeting; overview of purpose of an executive committee; and list of motions current in September 1992.

folder 35 Financial Assistance Committee Documents (1991-97): Including

correspondence; committee reports; list of contributions to the Shields-Gillespie Scholarship and the Gunild Keetman Fund; meeting agendas; information on the TAP Fund; list of Keetman Assistant Fund applications; application checklist for Keetman Assistance Fund; list of Shields-Gillespie scholarship applications; Shields-Gillespie Scholarship application checklist; drafts of guidelines and policies for scholarship applicants; form for Keetman Assistance Fund celebration and memorial cards; informational brochure for special course by The Orff-Institute, Salzburg, Austria; list of recipients of the Keetman Assistance Fund; and form letters for TAP Fund correspondence.

folder 36 Foresight Committee Documents (1990-96): Including meeting agendas; information on the Cincinnati Insurance Company; Committee reports; and correspondence.

folder 39 Teacher Training Taskforce and Guidelines Ad Hoc Committee Documents Pertaining to Guidelines for Orff Schulwerk Training Courses (1992-97): Including address list for mailing of guidelines; correspondence; recommendations to the AOSA Board; recommendations for course organization; AOSA guidelines survey form; August 1993 working draft; informational outline titled "Schulwerk and the Elements of Movement/Dance"; teacher training guidelines revision outline; draft of diagram for teacher training guidelines; list of personnel on Movement Task Force Committee; agenda and personnel list for meeting of Movement Guidelines Writers Committee; list of movement session leaders and headliners for beginning-intermediate students for AOSA conferences; drafts of guidelines for movement in level training courses I-III; Movement Guidelines Committee report; 1996 revised edition of guidelines (69 pp. of text and music examples); music examples; and November 1994 draft 1 of guidelines.

folder 49 Multicultural Ad Hoc Committee (1991-96): Including correspondence; AOSA multicultural resource form; committee reports; outline detailing suggestions for attracting members with culturally diverse backgrounds; draft of financial assistance committee job description; and personnel list.

folder 57 Finance Committee (1990-97): Documents including corporate resolution for deposit account; correspondence; estimate procedure listing; example estimate calculation; committee reports; charts of AOSA fiscal years in review; AOSA Treasurer job description; AOSA income statement; handwritten notes; informational packet on proposals for structuring the finances of the AOSA; Alice J. Rucker curriculum vita; and committee meeting agenda.

folder 59 Outreach and Development Ad Hoc Committee (1996): Documents including promotional flyer for *All Things Musical: The Yellow Pages for Today's Music Educator*; correspondence; handwritten notes; overheads and papers for AOSA Promotional Proposal 1997-98 with subcategories background material,

advertising ideas, advocacy tool ideas, and on-line research; and resource/contact directory.

folder 61 Introduction to Schulwerk (IS) Committee Report (1989).

folder 63 Media Committee (1991-97): Documents including correspondence; committee reports; meeting agendas; video production estimate; Committee proposed budget; and information on the Prospectus "Process Video" project.

Box 21

folder 7 Professional Development Committee Documents (1991-97): Including correspondence; list of institutions offering AOSA approved Orff-Schulwerk Teacher Training Courses; informational brochure on 1997 Teacher Training Certification Courses; Committee reports; meeting agendas; informational brochure on Southwest Texas State University; yearly participant totals for Teacher Training Courses; résumé for Maria Seeliger; handwritten notes; list of Orff-Schulwerk and Orff-related summer courses for 1993; blank apprenticeship program completion form; AOSA teacher training apprenticeship program application form and program description; list of ideas for contacting college music methods professors; and blank evaluation form.

folder 8 Publicity/Public Relations Committee (1990-97): Documents including correspondence; Committee reports; meeting agendas; sample sheets of logos; brochure advertisement of AOSA convention sale of instruments; Publicity/Public Relations guide for AOSA chapters; and Distinguished Service Award overview.

folder 10 Regional Representatives Committee (1995-96): Documents including guidelines; Committee meeting agendas; Advisory Board Recording Secretary job description; correspondence; and list of chapter information and proposed region alterations.

Box 42

folder 25 Ad Hoc Undergraduate Curriculum Reform Committee: Music educator survey materials designed by the committee.

folder 26 Advocacy Documents and Correspondence (1999-2000).

folder 30 Endowment Fund Committee Reports and Correspondence (1999-2001).

- folder 31 Finance Committee Reports (1999-2001) (1 of 2).
- folder 32 Finance Committee Reports (1999-2001) (2 of 2).
- folder 33 Financial Assistance Committee Information and Correspondence (1999-2001).
- folder 34 Foresight Committee Materials (2000-01).
- folder 35 Media Committee Reports, Correspondence, Minutes, and Outlines (1998-2002).
- folder 36 Multicultural Ad Hoc Committee and Minority Interest Group Documents and Correspondence (1991-98).
- folder 37 National MENC Taskforce Correspondence (2002).
- folder 38 Personnel Committee Agendas, Correspondence, and Reports (1999-2001).
- folder 41 Professional Development Committee and Ad Hoc Committee for Post Level Three Study Materials: Correspondence, minutes, and related documents (1999-2001).
- folder 42 Publicity and Public Relations Committee Agendas and Reports (1998-2001).
- folder 43 Recorder Ad Hoc Committee Materials and Correspondence (1995-98).
- folder 45 Committee Materials Relating to AOSA National Conferences (1998-2005).

subseries 15: administrative reports

Box 12

- folder 3 Executive Secretary's Reports (1979-87).
- folder 4 Treasurer's Reports (1986-87).
- folder 11 Music Industry-Related Documents (1985-87): Materials including Music Industry reports to the AOSA Executive Board and correspondence related to AOSA conferences.
- folder 30 Miscellaneous AOSA Documents: Personnel lists, correspondence, records of chapter events, description of personnel policy and procedure, "American Odyssey" news, chapter coordinator annual report for 1978, summer training

courses-related, past president workshop grant information, Advisory Board meeting minutes, Publicity Committee report, Executive Secretary's reports, financial reports, Treasurer's reports, Gunild Keetman Scholarship Fund information, Membership Committee report, description of regional representatives and areas, instrument price lists, and musical examples (1983-87).

Box 14

folder 1 Executive Secretary's Reports (1987-89): Including AOSA membership data; financial information; conference information; and correspondence.

Box 15

folder 38 Treasurer's Reports (1987-88).

Box 16

folder 23 Treasurer's Reports (1988-90).

folder 40 Executive Secretary's Reports and Accompanying Informational Documents (1987-90).

Box 17

folder 10 Committee Reports (1992-93).

folder 12 Committee Reports (1991-93).

folder 13 Executive Secretary's Reports to the National Board of Trustees and Timeline for the Office of the Executive Secretary (1992).

folder 37 Committee Reports (1991-94): Including personnel lists for Board of Trustees Committees; correspondence; AOSA computer survey and results; and committee report form.

folder 38 1991 San Diego National Conference Report (1992).

Box 20

- folder 1 A/V Library Reports and Related Correspondence (1991-97).
folder 31 Editor Reports and Correspondence (1991-97).
folder 34 Executive Secretary Reports and Correspondence (1990-97).

Box 38

- folder 14 Treasurer's Reports 1969-1981
folder 15 Treasurer's Reports 1996-1999

Box 41

- folder 38 Employee Evaluation Reports, as administered through the Executive Board, 1999-2001.
folder 39 Executive Director's Reports to the National Board of Trustees, 1999-2001.
folder 40 Report on the International Orff Symposium, Rochester, NY, 2000, to the National Board of Trustees.

Box 42

- folder 46 Committee Reports Relating to Rochester Conference (2000).
folder 47 AOSA Regional Reports (1999-2001).

subseries 16: scholarships and funds

Box 12

folder 27 Financial documents and correspondence related to the Gunild Keetman Assistance Fund and the Harriette Evans Shields Memorial Scholarship (1985-86).

folder 31 Documents Pertaining to the Gunild Keetman Scholarship Fund (1986-87).

Box 15

folder 15 Gunild Keetman Assistance Fund (1987-89): Correspondence and application forms related to the activity and promotion of the Fund.

folder 37 Harriet Evans Shields Scholarship (1985-87): Correspondence, informational forms, donation forms, and draft of application form.

Box 17

folder 22 Gunild Keetman Assistance Fund (1992): General Letter to AOSA Members; donation form; and list of contributors to the Fund.

Box 19

folder 33 AOSA Fund Report, June 30, 1989.

Box 20

folder 37 AOSA General Giving Fund Correspondence, Related Notes, and Lists of Past Donors (1997).

Box 35

folder 4 Correspondence (RE: Keetman Fund – Old)

folder 5 Board Correspondence (RE: Keetman Fund)