

**【資 料】**

**A Catalog of English Language Historical  
Documents Related to Alice M. Monk**

**James E. ALLISON**

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## [Abstract]

In Volume 58 of this publication, the author presented an overview of primary-source English-language documents related to Alice M. Monk. This Presbyterian missionary played a central role in the early development of Hokusei Jo Gakko, from which the Hokusei Gakuen school system has grown. The following list of research notations provides more detailed information on the materials included in that overview. In addition to bibliographical information, it includes a brief description of the contents of each dataset and an indication of the length of individual documents. It is hoped that the list will facilitate future research into Miss Monk's life and work and the history of Hokusei Gakuen in general.

## Introduction

Alice M. Monk played a central role among the Presbyterian Church in the United States of America (PCUSA) missionaries who led in the establishment and development of the school which has grown into today's Hokusei Gakuen school system. Compared to the remaining historical documents related to her peers, those involving Miss Monk are both numerous and detailed.

The following presents information obtained from copies of materials connected directly with her, then those written by or about her which appear in reports from institutions, including the schools, churches, and mission organizations she represented. The reference list does not include the documents catalogued below but is confined to secondary source English language materials dealing with Alice Monk.

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Key words : Hokusei Gakuen, Hokusei Jo Gakko, Presbyterian Church in the United States of America, Board of Foreign Missions, Woman's Board of Foreign Missions of the Presbyterian Church

## Monk-specific Documents

- A. Albion College, records of Monk's employment as teacher in Albion, Michigan  
(yearbooks, illustration, each one page of content or less)
1. Albion College Catalogue, 1900-1901
  2. Albion College Catalogue, 1901-1902
  3. Albion College drawing, undated, Albion College official Web site, About section
- B. *Chicago Tribune, The*, October 18, 1942, "Presbyterians Mark 70 Years in Irving Park," Irving Park Presbyterian Church, Chicago  
(one-column newspaper article on history of Monk's home church)
- C. Hereford, Nannie, PCUSA, Board of Foreign Missions, personal reports containing references to Monk  
(from Hereford personnel file, Presbyterian Historical Society, Philadelphia, Pennsylvania)
1. Report to "Friends," September 3, 1934, 2 pages
  2. Report to "Friends," September 21, 1936, 2 pages
  3. Report to "Friends," June 25, 1941, 5 pages
  4. Report to "Friends," November 22, 1941, 3 pages
  5. Report on wartime experiences, June 25, 1945, 4 pages
- D. Hokusei Jo Gakko letters to Miyabe, K., unpublished collection of documents  
(mainly hand-written letters from Monk to Miyabe Kingo, member of Hokusei Jo Gakko Board of Directors, consulting with him on school matters, also one letter from Sarah Smith and two from Leo Lake [Hokkaido Station missionary], along with Hokusei Jo Gakko school constitution and overview of this collection in an article in the *ライラック* [Lilac] July 5, 2013, edition [article in Japanese])
1. Smith, S. C. to Miyabe, K. (January 17, 1929), 1 page
  2. Monk, A. M. to Miyabe, K. (November 20, 1923), 2 pages (front and back)
  3. Monk, A. M. to Miyabe, K. (February 14, 1924), 4 pages
  4. Monk, A. M. to Miyabe, K. (February 18, 1924), 1 page (front and back), 1 page (front only)
  5. Monk, A. M. to Miyabe, K. (March 10, 1924), 2 pages (front and back)
  6. Monk, A. M. to Miyabe, K. (May 8, 1924), 1 page
  7. Monk, A. M. to Miyabe, K. (August 14, 1924), 2 pages (missing)
  8. Monk, A. M. to Miyabe, K. (n.d.), 1 page (front and back), plus 1 page (front only)
  9. Monk, A. M. to Miyabe, K. (September 8, 1925), 2 pages
  10. Monk, A. M. to Miyabe, K. (September 10, 1925), 2 pages
  11. Monk, A. M. to Miyabe, K. (April 1, 1927), 2 pages
  12. Monk, A. M. to Miyabe, K. (July 13, 1927), 1 page
  13. Monk, A. M. to Miyabe, K. (June 16, 1928), 2 pages
  14. Monk, A. M. to Miyabe, K. (July 26, 1928), 1 page (front and back), plus 1 page

(front only)

15. Monk, A. M. to Miyabe, K. (August 23, 1928), 2 pages
  16. Monk, A. M. to Miyabe, K. (May 27, 1929), 2 pages
  17. Monk, A. M. to Miyabe, K. (September 11, 1931), 2 pages
  18. Monk, A. M. to Miyabe, K. (February 6, 1934), 1 page
  19. Monk, A. M. to Miyabe, K. (May 1, 1934), 3 pages
  20. Monk, A. M. to Miyabe, K. (May 26, 1934), 1 page (front and back), plus 1 page (front only)
  21. Monk, A. M. introduction to documents, (June 2, 1934), 3 pages, plus 1-page transcription (in Japanese)
  22. Monk, A. M. to Miyabe, K. (July 26, 1934), 3 pages
  23. Monk, A. M. to Miyabe, K. (August 3, 1934), 3 pages
  24. Monk, A. M. to Miyabe, K. (August 14, 1934), 2 pages
  25. Monk, A. M. to Miyabe, K. (February 16, 1935), 2 pages
  26. Monk, A. M. to Miyabe, K. (December 16, 1935), 2 pages
  27. Monk, A. M. to Miyabe, K. (March 11, 1935), 4 pages
  28. Monk, A. M. to Miyabe, K. (July 2, 1935), 1 page
  29. Monk, A. M. to Miyabe, K. (April 3, 1936), 1 page
  30. Monk, A. M. to Miyabe, K. (March 3, 1937), 3 pages
  31. Monk, A. M. to Miyabe, K. (February 26, 1935), 3 pages
  32. Lake, L. to Miyabe, K. (April 10, 1926), 1 page, plus two envelopes and 1-page overview of documents from Lake
  33. Hokusei Jo Gakko Constitution (copy 1), 3 pages
  34. Hokusei Jo Gakko Constitution (copy 2), 3 pages
  35. Lake, L. C. to Friend (May 10, 1928), 1 page  
ライラック article in Japanese about Miyabe letter collection, 8 pages
- E. Jefferson High School, list of students, article, and picture of the High School Monk attended (formerly Chicago Jefferson Township High School, now Schurz High School, Chicago, Illinois)
1. Bacmeister, T. M., photo, Chicago Jefferson Township High School, 1883, *Illinois High School Glory Days*, 2 pages
  2. Chicago Jefferson Township High School, undated, "Chicago Jefferson Township H. S. 'Bulldogs'," *Illinois High School Glory Days*, 2 pages
  3. Chicago Jefferson Township High School, 1888, student roster, 1 page
- F. Michigan State Normal College, article, photo, and student roster, College where Monk received teacher training (from Eastern Michigan University Web site)
1. *Michigan History* (online magazine) undated article, "Ypsilanti: Eastern Michigan University," 2 pages
  2. Michigan State Normal College, Ypsilanti, Michigan, photo, c. 1900, Library of

Congress, 1 page

3. Michigan State Normal College, Ypsilanti, Michigan, yearbook, roster, students enrolled in summer school, July 1903, 2 pages

G. Monk, A. M., “The Development of Child Welfare Legislation in Illinois”

(Northwestern University, master’s thesis, 1913, 255 pages)

H. Monk, A. M., “Educational Ideals for Women,” *Japan Christian Quarterly*, *The*

(nine-page article, July 1926, describing goals of Christian women’s high school education in Japan and challenges in achieving them, based on the author’s experience)

1. Foreword to “Educational Ideals for Women”

2. Photos of text

3. Transcription of text

I. Monk, A. M., *Japan Letters* (モンク先生)

(unpublished collection of 54 communications [letters, reports on personal work, and reports on Hokusei Jo Gakko] exchanged between Monk, various individuals related to Hokusei and Board of Foreign Missions, 1904-1948, many translated into Japanese [translators’ names not always recorded], apparently taken from microfilm records of the PCUSA Board of Foreign Missions Secretary [see notes on Cengage documents pp. 196-197], some photocopied, others transcribed [anonymous transcriber], some complete, others include selected sections only, now at the Presbyterian Historical Society, Hokusei Gakuen University, and other locations)

Cover and contents page

1. Monk, A. M. to Ha( ), December 9, 1904 (4 pages, 2-page Japanese translation)

2. Monk, A. M. to Speer, R. E., January 3, 1906 (10 pages, 10-page transcription, 5-page Japanese translation)

3. Monk, A. M. to Speer, R. E., September 7, 1908 (1)—(4 pages, 4-page translation)

4. Monk, A. M. to Speer, R. E., September 7, 1908 (2)—(4 pages, 4-page transcription, 2-page Japanese translation)

5. Monk, A. M. to Speer, R. E., August 13, 1910 (1)—(5 pages, 6-page Japanese translation)

6. Monk, A. M. to Speer, R. E., August 13, 1910 (2)—(5 pages, 3-page transcription, 4-page Japanese translation)

7. Monk, A. M. to Speer, R. E., December 14, 1911 (4 pages, 3-page transcription, 4-page Japanese translation)

8. Monk, A. M. to Speer, R. E., September 11, 1912 (1 page, 1-page transcription, 1-page Japanese translation)

9. Monk, A. M. to Speer, R. E., March 31, 1915 (2 pages, 2-page transcription, 2-page Japanese translation)

10. Monk, A. M. to Scott, G. T., September 17, 1915 (1 page, 1-page transcription, 1-page Japanese translation)

11. Monk, A. M. to Scott, G. T. January 24, 1916 (1 page, 1-page transcription, 1-page

- Japanese translation)
12. Monk, A. M. to Speer, R. E., May 2, 1916 (3 pages, 3-page transcription, 3-page Japanese translation)
  13. Monk, A. M., May 1917, Personal Report, 1916-1917 (4 pages, 6-page Japanese translation)
  14. Monk, A. M., May 1918, Personal Report, 1917-1918 (3 pages, 3-page Japanese translation)
  15. Monk, A. M. to Speer, R. E., August 17, 1918 (3 pages, 3-page Japanese translation)
  16. Monk, A. M., May 1920, Personal Report, 1919-1920 (3 pages, 4-page Japanese translation)
  17. Monk, A. M. to White, E. E., December 27, 1922 (5 pages, 8-page Japanese translation)
  18. Monk, A. M. to Brown, A. J., February 19, 1923 (2 pages, 3-page Japanese translation)
  19. Monk, A. M. to Brown, A. J., June 6, 1923 (2 pages, 3-page Japanese translation)
  20. Monk, A. M., May 1924, Personal Report, 1923-1924 (3 pages, 4-page Japanese translation)
  21. Monk, A. M., April 1, 1925, Hokusei Report, 1924-1925 (3 pages, 2-page Japanese translation)
  22. Monk, A. M. to Roys, C. K., May 18, 1925 (2 pages, 3-page Japanese translation)
  23. Monk, A. M. to Roys, C. K., August 13, 1925 (2 pages, 3-page Japanese translation)
  24. Monk, A. M. to Roys, C. K., December 12, 1925 (2 pages, 3-page Japanese translation)
  25. Monk, A. M. to Roys, C. K., February 22, 1926 (4 pages, 5-page Japanese translation)
  26. Monk, A. M., March 1926, Hokusei Report, 1925-1926 (2 pages, 2-page Japanese translation)
  27. Monk, A. M. to Roys, C. K., July 5, 1926 (2 pages, 2-page Japanese translation)
  28. Monk, A. M. to Brown, A. J., September 27, 1926 (4 pages, 6-page Japanese translation)
  29. Monk, A. M. to Howarth, H. H., October 1, 1926 (2 pages, 3-page Japanese translation)
  30. Missing
  31. Monk, A. M., May 1927, Hokusei Report, 1926-1927 (5 pages, 6-page Japanese translation)
  32. Monk, A. M. to Roys, C. K., June 28, 1927 (2 pages, 3-page Japanese translation)
  33. Monk, A. M. to Roys, C. K., August 24, 1927 (2 pages, 2-page Japanese translation)
  34. Missing
  35. Monk, A. M. to Roys, C. K., October 11, 1927 (3 pages, 4-page Japanese translation)
  36. Monk, A. M. to Brown, A. J., January 16, 1928 (4 pages, 1-page Japanese translation)
  37. Monk, A. M. to Dimock, A. W., February 17, 1928 (1 page, 1-page Japanese translation, 5-page Japanese translation of lines from a document which appears to be missing, dated February 17, 1928)
  38. Monk, A. M., May 1928, Hokusei Report, 1927-1928 (5 pages, 5-page Japanese translation)

39. Monk, A. M. to Brown, A. J., June 11, 1928 (2 pages, 2-page Japanese translation)
  40. Monk, A. M. to Brown, A. J., July 5, 1928 (2 pages, 2-page Japanese translation)
  41. Monk, A. M. to Brown, A. J., February 4, 1929 (1 page, 2-page Japanese translation)
  42. Monk, A. M., May 1929, Hokusei Report, 1928-1929 (9 pages, 10-page transcription, 3-page Japanese translation)
  43. Monk, A. M. to Secretary, Board of Foreign Missions, July 1, 1929 (2 pages, 2-page Japanese translation)
  44. Monk, A. M. to Rogers, J. B., October 17, 1929 (2 pages, 2-page Japanese translation)
  45. Missing
  46. Monk, A. M. to McAfee, C., September 15, 1930 (1 page, 1-page Japanese translation)
  47. Wylie to McAfee, C., November 19, 1930 (1 page, 1-page Japanese translation)
  48. Monk, A. M. to Friends, April 15, 1931 (2 pages, 2-page Japanese translation)
  49. Monk, A. M. to Friends in America, February 3, 1933 (3 pages, 2-page Japanese translation)
  50. Monk, A. M. to McAfee, C. B., June 18, 1935 (1 page, 1-page Japanese translation)
  51. Monk, A. M., 1936, Hokusei Report, 1935-1936 (3 pages, 2-page Japanese translation)
  52. Monk, A. M. to Leber, C. H., October 10, 1937 (1 page, 1-page Japanese translation)
  53. Monk, A. M., Hokusei Report, 1939-1940 (2 pages, 2-page Japanese translation)
  54. Monk, A. M. to Hooper, J. L., February 7, 1940 (3 pages, 2-page Japanese translation)
  55. Monk, A. M. to Reischauer, A. K., June 6, 1947 (1 page, 2-page Japanese translation)
  56. Monk, A. M. to Smith, J. C., September 2, 1948 (2 pages, 1-page Japanese translation)
  57. Monk, A. M. to Speer, R. E., n.d. (1 page, 1-page Japanese translation)
- J. National Presbyterian Church and Center, Washington, DC, records from Church Monk joined after returning to the U.S. in 1941  
(include Church bulletins [with records of membership transfer and speech, “Japan”], funeral order of worship, clergyman’s funeral record, and obituary [*The Washington Post*], each under one page of content)
- Bulletins, bound volume (September 14, 1941 to May 9, 1943)
1. October 11, 1942, record of Monk’s transfer of membership
  2. December 6, 1942, announcement of Monk’s upcoming speech about Japan
- Records of Monk’s death
1. Elson, E. L. R., clergyman’s record
  2. National Presbyterian Church, funeral order of worship
  3. National Presbyterian Church, obituary note
  4. National Presbyterian Church, record of membership, death
- K. Northwestern University, records of Monk’s undergraduate and graduate studies  
(matriculation, grade, and graduation documents, along with a photo of the Northwestern campus, notes from a University archivist, updates on her career, and overviews of her life in alumni and class reunion publications, as well as a PCUSA Board of Foreign Missions announcement of her death)

Academic records

1. Matriculation data, 1894, 1 page
2. Undergraduate grade transcript, 1898, 1 page
3. Graduate school registration, 1898, 1 page
4. Graduate school professor's certificate, 1898, 1 page
5. Graduate school professor's certificate, 1899, 1 page
6. Graduate school grade transcript, 1913, 1 page
7. Graduate school completion certification, 1913, 1 page

Alumni and Class Reunion updates and overviews

1. *The Northwestern*, 1900, 1 page
2. *Alumni Record*, 1906, 1 page
3. *The Northwestern*, 1907, a few lines
4. *The Northwestern*, 1923, 1 page
5. *Annual Alumni Report*, 1928, several lines
6. *Alumni News*, 1941, 1 page
7. *Alumni Who's Who*, 1948, 2 pages
8. *Class Reunion History*, 1948, 3 pages
9. *Alumni Record*, 1952, 1 page
10. *Hidden No More*, 2020, 2 pages

Archivist notes

Leonard, K. B. to Takahashi, H., letter, November 29, 1984  
(cover letter to documents enclosed, 1 page)

Hokusei records

Hokusei Jo Gakko 50th Anniversary celebration photos, 2 pages

Northwestern University, University Hall, photo

(constructed 1869, the oldest building still standing at Northwestern)

1. Link to photo of University Hall, Northwestern University, 1 page
2. Northwestern University, University Hall, photo, 1 page

PCUSA Board of Foreign Missions records

PCUSA Board of Foreign Missions, life overview, 1952, 1 page

L. Onawa City Cemetery, photos of grave sites

(includes those of Alice Monk, her sisters, and her parents, with a searchable database,  
one each of the following four)

1. Chapman, Claire M. and Monk, Florence E.
2. Monk, Alice M. and Monk, Laura E.
3. Monk, Ella M. S.
4. Monk, John S.

M. Onawa Public Library, online materials and others made available through the library staff in  
Onawa, Iowa

(Community History Archive, Advantage Archives, [online archive of newspapers from

the Onawa, Iowa, area, including *The Monona County Democrat*, *The Monona County Gazette*, *The Onawa Weekly Democrat*, *The Onawa Democrat*, and *The Onawa Sentinel*, issue dates from all of which fall within Alice Monk's lifetime, several articles containing information on her, and others providing data on her family], grave site photos, a newspaper article overview of Monk's life, and a death record, all materials one page or less in length)

Community History Archive, Advantage Archives

1. *The Monona County Gazette*

Onawa Public Schools. Died. 1878, October 31. p. 1 (record of Alice Monk's excellent school attendance, notice of death of Alice's eight-month-old sister, Emma)

2. *The Monona County Gazette*

Onawa Public School. 1879, November 6. Vol. XIV, No. 16. p. 1 (list of students neither absent nor tardy in past month, also notes about sister Laura and father John)

3. *The Onawa Democrat*

Funeral Services of Mrs. Monk. 1922, March 30. p. 1. (account of funeral of Ella Monk, Alice Monk's mother)

4. *The Onawa Sentinel*

Graveside Services Here Monday for Alice Monk. 1952, July 10. p. 5 (account of Alice Monk's funeral and overview of her life)

5. *The Onawa Weekly Democrat*

Obituary of Miss Alice Maude Monk. 1952, July 17. p. 6 (same article printed in July 10, 1952, issue of *The Onawa Sentinel*)

Grave site photos

1. Grave site photo (1, larger stone, family name only)
2. Grave site photo (2, smaller stone, Alice M. and Laura E.)

Written records of Monk's death

1. Anonymous, newspaper article (untitled)
2. Anonymous, death record

N. PCUSA, Board of Foreign Missions, Cengage microfilm

(records and mission magazine contents, many letters copied and translated in *Japan Letters* (モンク先生) from this document set, Monk-related materials copied here are a representative rather than exhaustive list, Cengage microfilm set at Hokusei Gakuen also contains *Woman's Work: A Foreign Missions Magazine*, with various articles by and about Monk and Hokusei Jo Gakko, see section G., p. 205)

Board of Foreign Missions Records, 1833-1911

This set contains materials related to the Japan Mission (Reels 104-117, 230-232, 275-280, along with a calendar providing an overview of the entire set [Reel 299]).

1. Monk's 1906 report on her work, Reel 276, Set 3, unnumbered document, 2

pages, 1-page transcription

2. Monk's 1907 report on her work, Reel 276, Set 3, Enclosure 11, 3 pages, 2-page transcription

3. Monk's 1908 report on her work, Reel 276, Set 3, unnumbered document

4. R. E. Speer to A. M. Monk letter, July 17, 1908, Reel 276, Set 2, Number 196, 3 pages, 1-page transcription of excerpt

Japan Mission, Secretaries' Files, 1879-1950

This set includes Board of Foreign Missions records related to its Japan Mission and includes the following.

Reel 1—statistical reports from 1911-1924

Reel 2—statistical reports (including 1925-1934) and Board letters (including 1911-1916)

Reel 3—Secretaries' files, Board letters (1919-1929)

Reel 4—Secretaries' files, Board letters (1930-1952)

Reel 5—Secretaries' files, calendared correspondence (1911-1916)

Reel 6—Secretaries' files, calendared correspondence (1916-1921)

Reel 7—Secretaries' files, calendared correspondence (1921-1925)

Reel 8—Secretaries' files, Woman's Christian College, Tokyo Joshi Daigaku (1914-1947)

O. PCUSA, Board of Foreign Missions, Monk's personnel file, Presbyterian Historical Society, Philadelphia, Pennsylvania

(two vertical files' worth of records, some of which overlap with *Japan Letters* (モンク先生), mentioned on pp. 192-194, and the Cengage microfilm contents just noted in N.)

Appointment, commissioning

Application for appointment

1. Application to Board of Foreign Missions, 4 pages

2. Jacobs, E. R. to Halsey (November 9, 1903), 1 page

3. Judd, S. A. to Jacobs (November 21, 1903), 1 page

Correspondence with Board representatives

1. Monk, A. M. to Cobb, H. N. (July 9, 1903), 4 pages

2. Monk, A. M. to Secretary, Board of Foreign Missions (July 11, 1903), 2 pages

3. Monk, A. M. to Halsey, A. W. (July 23, 1903), 2 pages

4. Monk, A. M. to Cobb, H. N. (August 28, 1903), 3 pages

5. Monk, A. M. to Women's Board of the Northwest (October 28, 1903), 2 pages

6. Monk, A. M. to Halsey, A. W. (December 21, 1903), 2 pages

7. Monk, A. M. to Halsey, A. W. (March 15, 1904), 2 pages

8. Monk, A. M. to Halsey (May 31, 1904), 2 pages

9. Monk, A. M. to Halsey, A. W. (July 11, 1904), 1 page

Letter of certification from Northwestern University (August 11, 1899), 1 page

Recommendations

1. List of recommendations for appointment, 2 pages
2. Recommendation for appointment (Baillot), 2 pages
3. Recommendation for appointment (Bonbright), 1 page
4. Recommendation for appointment (Brooks), 4 pages
5. Recommendation for appointment (Caldwell), 2 pages
6. Recommendation for appointment (Clark), 2 pages
7. Recommendation for appointment (Cushing), 4 pages
8. Recommendation for appointment (Eversz, Hess), 1 page
9. Recommendation for appointment (Grove), 1 page
10. Recommendation for appointment (Hatfield), 1 page
11. Recommendation for appointment (Judd), 4 pages

Record of Candidate for Appointment, 1 page

Health

1. Monk, A. M., self-report on health to Reformed Church in America (July 13, 1903), 2 pages
2. Howard, Meta, A. M., health check results (August 18, 1903), 3 pages
3. Huizinga, T. G. to Cobb, H. N. (October 1, 1903), 1 page
4. Monk, A. M., self-report on health to PCUSA (October 28, 1903), 2 pages
5. Young, J. E. to Halsey, A. W. (1920), 2 pages
6. Young, J. E., medical exam (November 27, 1920), 4 pages
7. Warhanik, C. A., medical exam (May 29, 1922), 5 pages
8. Sutley, M. H., medical follow-up (1930), 3 pages
9. Monk, A. M., Sutley, M. H., medical exam (September 1, 1930), 2 pages
10. Monk, A. M. to Dodd, E. M. (September 5, 1930), 3 pages
11. Wylie, J. H. to Monk, A. M. (September 7, 1930), 1 page
12. Wylie, J. H., medical exam (November 20, 1930), 1 page
13. Service, S. F., medical exam (December 20, 1930), 2 pages
14. Service, S. F. to Wylie, J. H. (December 20, 1930), 1 page
15. Ul\_\_\_, M. E., field medical exam records (1931-1934), 5 pages
16. Monk, A. M. to Wylie (February 3, 1931), 1 page
17. Monk, A. M., Warhanik, C. A., medical history (April 13, 1931), 3 pages
18. Monk, A. M. to Carter (December 10, 1934), 3 pages
19. Dodd, E. M. to Avann, C. L. (January 21, 1935), 1 page
20. Monk, A. M. to Dodd, E. M. (February 3, 1935), 5 pages
21. Dodd, E. M. to Monk, A. M. (March 13, 1935), 1 page
22. Dodd, E. M. to Monk, A. M. (March 25, 1935), 1 page
23. Monk, A. M. to Dodd, E. M. (May 13, 1935), 3 pages
24. Monk, A. M., Warhanik, C. A., medical examination (September 5, 1936), 4

pages

25. Dodd, E. M. to Monk, A. M. (September 24, 1936), 2 pages
26. Monk, A. M., Warhanik, C. A., Dodd, E. M., medical follow-up (September 5, November 10, 1936), 2 pages
27. Monk, A. M., Dodd, E. M., self-report on health (c. December 28, 1936), 1 page
28. Medical history blank (n.d.), 1 page
29. Monk, A. M. to Dodd[, E. M.] (January 13, 1937), 5 pages
30. PCUSA, Board of Foreign Missions, medical follow-up (March 4, 1942), 1 page
31. Smith, J. C. to Dodd, E. M. (September 7, 1948), 1 page
32. Dodd, E. M. to Monk, A. M. (September 10, 1948), 1 page
33. McCrory, C. H. to Smith, J. C. (September 13, 1948), 4 pages
34. Smith, J. C. to Dodd, E. M. (September 16, 1948), 1 page
35. Smith, J. C. to McCrory, C. H. (September 16, 1948), 1 page
36. Snowden, E. to Dodd, E. M. (September 19, 1948), 1 page
37. D[odd], E. M. to McCrory, C. H. (September 23, 1948), 1 page
38. D[odd], E. M. to Snowden, E. (September 23, 1948), 1 page
39. McCrory, C. H. to Dodd, E. M. (September 30, 1948), 3 pages
40. Monk, A. M. to Dodd, E. M. (January 11, 1951), 1 page
41. Dodd, E. M., Clothier, W. J. K. to Monk, A. M. (January 15, 1951), 1 page
42. Monk, A. M. to Dodd, E. M. (February 6, 1951), 2 pages
43. Dodd, E. M., Clothier, W. J. K. to Monk, A. M. (February 15, 1951), 1 page
44. Dodd, E. M., Clothier, W. J. K. to Monk, A. M. (March 18, 1952), 1 page
45. Monk, A. M. to Dodd, E. M. (April 19, 1952), 1 page
46. Hooper, J. H., Monk, F. E. to Dodd, E. M. (April 28, 1952), 1 page
47. Dodd, E. M., Clothier, W. J. K. to Monk, F. E. (April 30, 1952), 2 pages
48. Monk, F. E. to Hooper[, J. H.] (April 30, 1952), 2 pages
49. Dodd, E. M. and Clothier, W. J. K. to Monk, F. E. (May 2, 1952), 1 page

Personal data, obituary

1. Anonymous, Missionary Data Sheet (no date), 1 page
2. Anonymous, Obituary (1952) 1 (identical to article in *The Onawa Sentinel*, July 10, 1952), 2 pages
3. Anonymous, Obituary (1952) 2 (identical to first section of article in *The Onawa Sentinel*, July 10, 1952), 3 pages
4. Cobb, H. N., Reformed Church in America, to PCUSA Board of Foreign Missions, Women's Presbyterian Board of the Northwest (October 26, 1903), 1 page
5. Kimura, Ikumi, biographical overview, *Kyodan Newsletter* (2010), 1 page
6. Monk, A. M., announcement of award in education (November 29, 1939), 1 page
7. Monk, A. M., biographical overview (February 1942), 2 pages

8. Monk, A. M., Missionary Personal Card, 3 pages
9. Monk, A. M. to Schnell (March 14, 1942), 2 pages
10. Monk, A. M., Personal Data (no date), 3 pages
11. Monk, A. M., Personal Record (various updates), 4 pages
12. PCUSA, Board of Foreign Missions, (1952), Memorial Minute, 2 pages
13. PCUSA, Board of Foreign Missions, Missionary Personal card blank (no date),  
1 page
14. PCUSA, Board of Foreign Missions, Publicity Department, Monk Introduction  
(no date), 1 page
15. Walzer, W. C., PCUSA, Board of Foreign Missions, Obituary Release (July 2,  
1952), 1 page

Personal reports

1. Monk, A. M., Report (date unclear), 1 page
2. Monk, A. M. to Friend (May 18, 1925), 3 pages
3. Monk, A. M. to Friend (January 11, 1926), 2 pages
4. Monk, A. M. to Friend (August 9, 1926), 3 pages
5. Monk, A. M. to Friend (November 8, 1926), 2 pages
6. Monk, A. M. to Friends (April 21, 1927), 3 pages
7. Monk, A. M. to Friend (January 11, 1928), 3 pages
8. Monk, A. M. to Friends (February 4, 1929), 2 pages
9. Monk, A. M. to Friends (July 29, 1929), 2 pages
10. Monk, A. M. to Friends (January 2, 1930), 2 pages
11. Monk, A. M. to Friends (April 15, 1931), 2 pages
12. Monk, A. M. to Friends (August 11, 1931), 2 pages
13. Monk, A. M. to Friends (November 16 and December 14, 1931), 2 pages
14. Monk, A. M. to Friends and North Dakotans (February 15, 1932), 2 pages
15. Monk, A. M. to Friends (February 2, 1933), 2 pages
16. Monk, A. M. to Friends (August 30, 1933), 2 pages
17. Monk, A. M. to Friends (February 5, 1934), 2 pages
18. Monk, A. M. to Friends (September 24, 1934), 2 pages
19. Monk, A. M. to Friends (January 12, 1935), 2 pages
20. Monk, A. M. to Friends (September 24, 1935), 2 pages
21. Monk, A. M. to Friends (December 31, 1935), 3 pages
22. Monk, A. M. to Friends (March 6, 1937), 1 page
23. Monk, A. M. to Friends (August 25, 1937), 2 pages
24. Monk, A. M. to Friends (January 10, 1938), 1 page
25. Monk, A. M. to Friends (August 22, 1938), 1 page
26. Monk, A. M., Personal Report (January-September 1939), 2 pages
27. Monk, A. M. to Friends (November 4, 1940), 2 pages
28. Monk, A. M. to Friends (April 16, 1941), 1 page

29. Monk, A. M. to Friends (November 14, 1941), 2 pages

Photos

1. Monk, A. M. (1), 1 page
2. Monk, A. M. (2), 1 page

P. U.S. Government, passport applications

1. U.S. Government, Monk, A. M. Passport Application, 1904, 1 page
2. U.S. Government, Monk, A. M. Passport Application, 1913, 1 page
3. U.S. Government, Monk, A. M. Passport Application, 1920, 2 pages

## **Monk-related Documents in Institutional Reports**

A. Monk, A. M., Hokusei Jo Gakko Board of Directors meeting minutes

(1932 through 1941, plus 1923 letter regarding the Board from Miyabe Kingo to George P. Pierson, as well as various undated pages of charts, financial reports, and other documents, approximately 183 pages total, primarily text, with occasional statistical data)

1923

letter, Miyabe, K. to Pierson, G. P. (October 15, 1923), 2 pages

1932-1933

1. meeting minutes, May 26, 1932, recorded by Smith, J. C., 4 pages
2. meeting minutes, October 20, 1932, recorded by Hannaford, H. D. (two copies, two pages each), plus 1-page financial report, 5 pages total
3. addendum, date unclear, 1 page

1933-1934

1. meeting minutes, May 25, 1933, no recorder named, 1 page
2. meeting minutes, February 7, 1934, no recorder named, continuation appears to be missing, 1 page

1934-1935

1. meeting minutes, May 26, 1934, recorded by Monk, A. M., 2 pages
2. list of changes to Hokusei Constitution, 1 page
3. meeting minutes, October 24, 1934, recorded by Monk, A. M., 6 pages
4. meeting minutes, January 17, 1935, recorded by Monk, A. M., 4 pages

1935-1936

1. meeting minutes, May 2, 1935, recorded by Monk, A. M., 9 pages
2. meeting minutes, October 2, 1935, recorded by Monk, A. M., 12 pages
3. meeting minutes, March 2, 1936, recorded by Monk, A. M., 4 pages

1936-1937

1. meeting minutes, May 14, 1936 recorded by Monk, A. M., 5 pages
2. meeting minutes, October 28, 1936, recorded by Monk, A. M., 5 pages

1937-1938

1. meeting minutes, June 9, 1937, recorded by Monk, A. M., 6 pages
2. meeting minutes, November 15, 1937, recorded by Monk, A. M., 3 pages
3. meeting minutes, February 1938, recorded by Monk, A. M., 3 pages

1938-1939

1. meeting minutes, May 17, 1938, recorded by Monk, A. M., 3 pages
2. meeting minutes, October 24, 1938, recorded by Monk, A. M., 7 pages
3. meeting minutes, February 8, 1939, recorded by Monk, A. M., 2 pages
4. meeting minutes, March 24, 1939, recorded by Monk, A. M., 1 page

1939-1940

1. meeting minutes, April 5, 1939, recorded by Monk, A. M., 1 page
2. meeting minutes, May 15, 1939, recorded by Monk, A. M., 5 pages
3. meeting minutes, May 24, 1939, recorded by Monk, A. M., 1 page
4. meeting minutes, September 29, 1939, recorded by Monk, A. M., 1 page
5. meeting minutes, October 27, 1939, recorded by Monk, A. M., 2 pages
6. meeting minutes, February 24, 1940, recorded by Monk, A. M., 3 pages

1940-1941

1. meeting minutes, May 22, 1940, recorded by Monk, A. M., 2 pages
2. meeting minutes, July 1940, recorded by Monk, A. M., 1 page
3. meeting minutes, September 1940, recorded by Monk, A. M., 1 page
4. meeting minutes, September 19, 1940, recorded by Monk, A. M., 3 pages
5. meeting minutes, October 25, 1940, recorded by Monk, A. M., 5 pages
6. meeting minutes, December 18, 1940, recorded by Monk, A. M., 1 page
7. meeting minutes, February 12, 1941, recorded by Monk, A. M., 3 pages
8. meeting minutes, March 3, 1941, recorded by Monk, A. M., 3 pages
9. library report, recorded by Hereford, N., 2 pages

1941-1942

1. meeting minutes, April 14, 1941, recorded by Monk, A. M., includes budget, 3 pages
2. meeting minutes, April 30, 1941, recorded by Monk, A. M., 1 page
3. meeting minutes, June 28, 1941, recorded by Monk, A. M., 6 pages
4. meeting minutes, August 1941, recorded by Monk, A. M., 1 page
5. meeting minutes, August 29, 1941, recorded by Monk, A. M., 1 page
6. 1941-1942 dormitory budget, no date recorded, 1 page

Cover, various undated documents, including financial data and plans for school grounds, total 16 pages

B. PCUSA, Board of Foreign Missions, General Assembly Reports

(1905-1920 include Hokusei reports by Monk or notes in reports by others about her work, a few lines to half a page in years when information appears [most years, not every one], materials available at Presbyterian Historical Society, [www.archive.org](http://www.archive.org).)

org, and other places, reports by Monk on Hokusei 1907 [p. 232], 1909 [pp. 249-250], 1910 [p. 247], 1918 [p. 252], 1919 [pp. 230-231], and 1920 [p. 279], notes specifically on Monk 1905 [p. 197, pp. 201-202], 1907 [p. 232], 1911 [p. 249], 1912 [p. 297], 1913 [p. 253], 1916 [p. 265], and 1918 [p. 252].)

C. PCUSA, Board of Foreign Missions, Japan Mission, Annual Meeting Minutes

(1904-1940 [exceptions: 1905-1910 records in Cengage microfilm collection (noted pp. 196-197) in more scattered form, no meeting held in 1936], available at Presbyterian Historical Society, Philadelphia, Pennsylvania, and elsewhere, Monk present and participating actively on regular basis, except when on furlough, fewer responsibilities and positions of leadership in first several years of term of service up to first furlough, active participation in discussion on Mission-supported schools' relationships to churches [1926, 1927, 1934], took positions encouraging the building of strong cooperative connections [between the Mission, organizations it supported, and Japanese churches], led in transferring leadership of Hokusei Jo Gakko from herself to Dr. Y. Nijima in 1934, several dozen pages per report on the Annual Meeting, see *Hokusei Review*, Vols. 52-54,57 for more information, examples related to Monk as follows)

1. 1904, pp. 11-12, Monk beginning her mission work at Joshi Gakuin, contributing in a variety of roles
2. 1914, p. 23, Monk appointed to serve as Board member for Hokusei Jo Gakko
3. 1915, pp. 26-27, Monk appointed as Principal of Hokusei Jo Gakko
4. 1923, pp. 70-71, Monk appointed to the Education Committee, p. 76, Monk appointed to committee to make recommendations regarding new site for Hokusei Jo Gakko campus, p. 77, Monk appointed to Japan Mission's Executive Committee
5. 1931, p. 38, Monk selected as one of three teachers to respond in writing to Board of Foreign Missions' suggestion that cuts to missionary teaching staff at girls' schools may be necessary, Japan Mission believed it a good long-term goal but unwise at this time
6. 1933, p. 18, Monk led Mission in its Appraisal Commission's discussion of the education-related portion of its "Rethinking Missions" deliberations
7. 1934, p. 13, Monk resigning as Principal of Hokusei Jo Gakko, Dr. Nijima to take her place

D. PCUSA, Board of Foreign Missions, Japan Mission, Hokkaido Station Reports

(Hokkaido Station reports to the Japan Mission of the PCUSA Board of Foreign Missions, 1911-1923, Monk's work included in each year's report, some specifically noted as authored by Monk [including 1914, 1916-1919], available at Presbyterian Historical Society, Philadelphia, Pennsylvania, and elsewhere)

1. 1911, pp. 19-20, Miss Smith's note about Sunday school work she and Monk doing, mention of Alice Monk's mother and her stay in Sapporo
2. 1912, p. 15, mention of Monk's furlough

3. 1913, pp. 24-25, mention of Monk's music work
  4. 1914, pp. 34-35, Monk's return from furlough, pp. 36-37, challenges of losing teachers, Sunday school in Zenibako under Monk's care, pp. 60-63, Monk's report on Hokusei Jo Gakko
  5. 1915, pp. 73-75, Monk in charge of kindergarten in Otaru, leading Y.W.C.A. group and Sunday school in Zenibako
  6. 1916, pp. 15-19, Monk's report on Hokusei Jo Gakko, including quest for gaining government accreditation
  7. 1917, p. 10, Monk's report on her Sunday school, Y.W.C.A., and church evangelical work, pp. 13-15, Monk's report on Hokusei Jo Gakko, including rising academic standards and enrollment, continuing numbers of new Christian believers from among students, and conducting Christmas and graduation activities
  8. 1918, pp. 24-27, Leo Lake's report, including Monk's description of Hokusei's facing difficult financial challenges (p. 25) and Smith's mention of a meeting with former students and Miss Monk (p. 27)
  9. 1919, pp. 16-19, Monk's report on Hokusei Jo Gakko, including trouble with the influenza epidemic, difficulty in maintaining skilled teachers, and the Hokusei teacher who was the first woman to study at Hokkaido Imperial University
  10. 1920, p. 12, Monk helping lead Sunday school during Smith's absence, p. 14, Monk and Evans in good health despite influenza epidemic, p. 16, Monk's tour of Honshu visiting Mission stations, contrast of Hokkaido and Honshu
  11. 1921, p. 13, Miss Evans Acting Principal while Monk is on furlough
  12. 1922, no report
  13. 1923, p. 18, state of Hokusei Jo Gakko on Monk's return from furlough, plans for campus expansion, hopes of opening departments for post-high school graduation education, p. 19, Miss Davidson's praise for Monk
- E. PCUSA, Board of Foreign Missions, Woman's Presbyterian Board of Missions of the Northwest (annual reports 1904-1920 on work of women missionaries sent by this mission organization, including Monk, available at Presbyterian Historical Society, Philadelphia, Pennsylvania, and elsewhere, includes lists of missionaries currently serving, their locations, specific sponsors, and some other information in photographed copies but omitted from the following overview)
1. 1904, p. 15, Monk appointed and sent as missionary of the East Japan Mission
  2. 1905, p. 15, Monk's journey to Japan, p. 50, her new work at Joshi Gakuin
  3. 1906, pp. 50-51, decision for Monk to move to Sapporo, her first impressions of the city
  4. 1907, p. 44, plans for Misses Monk and Ward to cover for Miss Smith during her furlough
  5. 1908, p. 43, Monk's leading Hokusei Jo Gakko with Misses Smith and Ward in the U.S.
  6. 1909, pp. 127-128, Monk's handling of challenges in staffing, life outside school hours
  7. 1910, p. 36, Monk's work leading various Sunday schools

8. 1911, p. 34, Monk's arranging for her mother to help at Hokusei Jo Gakko, need for more missionaries
9. 1912, pp. 33-34, Monk's mother's return to the U.S., Elizabeth Evans' joining the Hokusei staff, increased acceptance of Christian faith by students
10. 1914, no specific information on Monk 1913, pp. 36-37, Monk's appeal for donations to remedy unsafe building conditions, her continuing Sunday school work
11. 1915, no specific information on Monk 1915-1920, other than p. 35, Monk's joy over the recently-completed dormitory

F. Smith, S. C., *Sumisu-sensei Nikki (Sumisu Koumu Nenshi, Sarah C. Smith's Annual Report on School Affairs)*

(year-by-year account of the early years of Hokusei Jo Gakko, written mainly by Sarah C. Smith, presents key events, including a few involving Alice Monk's first approximately four years of service on the Hokusei staff, a total of several lines relate to Miss Monk directly, accessible through Hokusei Gakuen)

1. 1905-1906 school year, Monk's transfer to Sapporo
2. 1908-1909 school year, Monk helping handle a problem, serving as principal during Smith's furlough

G. *Woman's Work for Woman*

(list below does not include information from the roster of missionaries or "Changes in the Missionary Force" updates on missionaries' current locations, available at Presbyterian Historical Society, Philadelphia, Pennsylvania, and elsewhere)

1. 1907, pp. 41-42, Monk's description of Hokusei Jo Gakko campus, students becoming Christians, and local evangelical services, unnumbered page, Monk's note of "heroic" Japanese churches, p. 126, Monk's report of spiritual revival at prison in Obihiro
2. 1909, p. 205, Monk's note about acquiring new teachers
3. 1910, pp. 206-207, Monk's Hokusei update: "Problems at Sapporo"
4. 1912, p. 55, editor's note on Monk's mother's stay in Sapporo
5. 1914, pp. 56-57, Smith's article ("Stormswept Sapporo"), including note on Monk's work in Zenibako
6. 1916, p. 63, Monk's several-line update on work in Otaru
7. 1919, p. 59, Monk's update of a few lines on Hokusei JoGakko's 30th anniversary celebration

## Conclusion

As the preceding has made clear, the data on Alice Monk's life and work by and large exist in primary source documents. However, in some cases this original data is incorporated into secondary sources. In a number of instances, the same original material is included in multiple collections of documents.

The materials presented above make possible a relatively broad view of Miss Monk's thoughts, words, and actions. Hopefully, this collection will continue to grow and be of use in future research endeavors.

### [References]

- Allison, J. E. (2007). Sarah Smith's final years. *北星論集 (Hokusei Review: The School of Social Welfare)*, 44, 93-107.
- Allison, J. E. (2008). Missionaries who worked with Sarah C. Smith, Part I. *北星論集 (Hokusei Review: The School of Social Welfare)*, 45, 1-24.
- Driskill, J. L. (1994). *Mission stories from around the world*. Hope Publishing House.<sup>1</sup>
- Hokusei Gakuen University, Smith Mission Center. (2006). *Hokusei Gakuen's historical roots: The work of the founders in their own words*. Hokusei Gakuen University, Hokusei Gakuen University Junior College.<sup>2</sup>
- Kimura, I. (2010, October 20). Hokusei Gakuen: Founded by women missionaries on the frontier of Japan. *The United Church of Christ in Japan, Kyodan Newsletter*. <https://uccj.org/knl/4379.html><sup>3</sup>

### [Notes]

<sup>1</sup>One chapter (pp. 133-138) introduces Monk: "Alice Goes to Japan's Siberia."

<sup>2</sup>Pages 42-58 include transcriptions of (1) an article ("Stormswept Sapporo") from *Woman's Work for Woman* (1914) and two letters (January 3, 1906, and September 7, 1908, six and four pages in length, respectively) from Monk to R. E. Speer (her denomination's Board of Foreign Missions Secretary) describing her early experiences in Sapporo and reflections on them. See Cengage microfilm (Reel 275, Set 5, Document 1 and Reel 275, Set 7, Document 40) and *Japan Letters* above (microfilm pp. 196-197 and *Japan Letters* pp. 192-194).

<sup>3</sup>This brief bilingual article introduces Sarah Smith, Alice Monk, and Elizabeth Evans, three key figures in the founding and establishing of Hokusei Gakuen.