

**JONES MEMORIAL LIBRARY
2311 MEMORIAL AVENUE
LYNCHBURG, VIRGINIA 24501**

(434) 846-0501

SEVEN HILLS SCHOOL, LYNCHBURG, VA., COLLECTION

The collection includes by-laws, evaluations, reports, student and faculty manuals, programs of studies, graduation requirements, examinations, honors projects, directories, brochures, newsletters, minutes of trustee and faculty meetings, headmaster's notebooks, press clippings, plaques, photographs, and videotapes. Academic records, on microfilm, are also included, but their use is restricted to the headmaster or his designate.

- BOX 1**
- 1-1 By-laws (1980)
 - 1-2 Quarter Reports Payroll, 1987-1990
 - 1-3 Development Program – Assessment and Recommendations
 - 1-4 Self-Evaluation; Evaluation Report 1968-1970
 - 1-5 Report of Southern Association of Colleges and Schools Visiting Committee, March 1979
 - 1-6 Admissions Enrollment Survey
 - 1-7 Five-Year Self Study – Interim Report 1994
 - 1-8 Compliance with V.A.I.S. Standards for Membership – Interim Report, March 1995
 - 1-9 Activities, Announcements, Invitations
 - 1-10 Alumnae Association
- BOX 2**
- 2-1 Guideposts – A Manual for Students and Faculty, 1973-1981
 - 2-2 Guideposts – A Manual for Students and Faculty, 1987-1988
 - 2-3 Guideposts – A Manual for Students and Faculty, 1988-1990
 - 2-4 Guideposts – A Manual for Students and Faculty, 1990-1995
 - 2-5 Directories, 1993-1995
 - 2-6 Student Information
 - 2-7 Brochures
- BOX 3**
- 3-1 Baccalaureate and Commencement – Programs, Speeches, Etc.
 - 3-2 Summer Reading Lists
 - 3-3 Newsletter Information, 1987-1988
 - 3-4 Newsletters, 1967?-1995
 - 3-5 Highlander Herald School Newspaper, 1976-1986
 - 3-6 Student Publications
 - 3-7 Highland Fling Newspaper Columns, 1978-1980
 - 3-8 News Releases, 1989-1990
 - 3-9 Photographs
 - 3-10 Photographs – Contact Sheets and their Negatives
 - 3-11 Negatives

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- BOX 4** Roll of Movie Film – 1979 Self-Study – “The Seven Hills Story”
 4-1 Self-Study, 1989-1990
 4-2 Budget and Finance, 1962-1977
 4-3 Financial Information
- BOX 5** 5-1 Recipes – “Mother’s Tasting Luncheon” – 1977-1986
 5-2 Seven Hills Parents’ Association
 5-3 Board of Trustees – Committees
 5-4 Executive Committee Notes, 1983-1985
 5-5 Long Range Planning
 5-6 Annual Reports
- BOX 6** 6-1 Newspaper Clippings, 1959-1969
 6-2 Newspaper Clippings, 1970-1979
 6-3 Newspaper Clippings, 1980-1995 and undated
 6-4 Miscellaneous
- BOX 7** **CONFIDENTIAL RECORDS - RESTRICTED**
 7-1 Faculty Data
 7-2 Faculty and Staff Meetings, 1965-1967
 7-3 Faculty and Staff Meetings, 1967-1970
 7-4 Faculty and Staff Meetings, 1970-1973
 7-5 Faculty and Staff Meetings, 1973-1976
 7-6 Faculty and Staff Meetings, 1976-1980
- BOX 8** **CONFIDENTIAL RECORDS - RESTRICTED**
 8-1 Faculty and Staff Meetings, 1980-1982
 8-2 Faculty and Staff Meetings, 1982-1984
 8-3 Faculty and Staff Meetings, 1984-1985
 8-4 Faculty and Staff Meetings, 1985-1986
 8-5 Faculty and Staff Meetings, 1986-1987
 8-6 Faculty and Staff Meetings, 1987-1988
 8-7 Faculty and Staff Meetings, 1988-1989
 8-8 Faculty and Staff Meetings, 1989-1990
 8-9 Faculty and Staff Meetings, 1990-1991
 8-10 Faculty and Staff Meetings, 1991-1993
 8-11 Program of Studies; Graduation Requirements
 8-12 Examinations
 8-13 Advanced Placement and Honors Courses
 8-14 Youth and Government Association
 8-15 Judicial Board, Honor System, Guidepost Tests
- BOX 9** Scripsit – Literary Magazine
- BOX 10** Honors Projects

- BOX 11** 11-1 Board of Trustees, 1959-1964
 11-2 Board of Trustees, 1964-1969
 11-3 Board of Trustees, 1969-1973
 11-4 Board of Trustees, 1973-1976
 11-5 Board of Trustees, 1976-1978
- BOX 12** 12-1 Board of Trustees, 1978-1980
 12-2 Board of Trustees, 1980-1983
 12-3 Board of Trustees, 1983-1985
 12-4 Board of Trustees, 1985-1987
 12-5 Board of Trustees, 1987-1991
- BOX 13** 13-1 Board of Trustees, 1991-1992
 13-2 Board of Trustees, 1992-1993
 13-3 Board of Trustees, 1993-1994
 13-4 Board of Trustees, 1994-1997
- BOX 14** Plaques
- BOX 15** 15-1 Headmaster's Notebook, 1985-1986
 15-2 Headmaster's Notebook, 1988-1989
 15-3 Headmaster's Notebook, 1989-1990
- BOX 16** 16-1 Headmaster's Notebook, 1990-1991
 16-2 Headmaster's Notebook, 1991-1992
 16-3 Headmaster's Notebook, 1992-1993
 16-4 Headmaster's Notebook, 1993-1994
- BOX 17** Photograph Albums
- BOX 18** Photograph Albums
- BOX 19** Photograph Albums
- BOX 20** Videotapes and Audiotapes
- BOX 21** Plaques
- BOX 22** Mounted Newspaper Clippings; National Honor Society Charter
- BOX 23** Photographs
- BOX 24** Slides – Undated
- BOX 25** Slides – Undated

- BOX 26** Slides – Undated
- BOX 27** Slides – Undated and 1978-1985
- BOX 28** Slides – 1985-1986
- BOX 29** Slides – 1986
- BOX 30** Slides – 1986-1993
- BOX 31** Slides – 1993
- BOX 32** Slide Show – “It Takes People” – Script and Audiocassette Included
- BOX 33** **CONFIDENTIAL RECORDS - RESTRICTED**
Academic Records (three microfilm reels) – Restricted for use of
Headmaster or his designee
- [BOX 34]** Newspaper Clippings – 1965-1969
- [BOX 35]** Newspaper Clippings – 1969-1970
- [BOX 36]** Newspaper Clippings – 1972-1973
- [BOX 37]** Graduation; Senior Pictures – 1985

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SEVEN HILLS SCHOOL , LYNCHBURG, VIRGINIA

Seven Hills School was founded in 1959 by a group of Lynchburg families interested in establishing an independent day school, emphasizing college preparatory work for girls from grades seven through twelve. The school opened its doors in September 1959 with three grades, seventh, eighth, and ninth. Grades ten through twelve were added, one grade in each of the three succeeding years. Sixth grade was added in September 1977. From its inception, the school offered a strong academic program as the foundation for the intellectual and character development of its students. In 1985 a sixth grade for boys was added, and in the two succeeding years seventh and then eighth grade classes for boys were added. In 1988 at the request of parents, and with careful consideration by the board of trustees, Seven Hills School became fully coeducational, adding boys in grades six through twelve. The geographical diversity of the student body was greatly enhanced in 1988 with the school's alliance with the Virginia School of the Arts. These students, in grades nine through twelve, took their academic course work at Seven Hills School while continuing to develop their talents in their chosen artistic fields at the Virginia School of the Arts. Seven Hills School closed its doors permanently in June 1995.

Seven Hills School was accredited by the Board of Education of the state of Virginia, and was a member of the Virginia Association of Independent Schools, the National Association of Secondary School Principals, the Association of College Admissions Counselors, and the National Association of Independent Schools.

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[Detailed finding guide available with the collection.]