City clerk and civic leader. Papers (1900–1960), including pamphlets, books, newspaper clippings, and other printed materials, plus correspondence relating to the American Legion, Oklahoma City, Oklahoma, and Simon’s teaching career; certificates and awards presented to Simon; and a scrapbook concerning Simon’s life.

Box 1 Subject Files

1 Alfalfa County, events, 1915-16
Announcements of football games, plays and other events at Cherokee High School, Jet High School, etc..

2 Alfalfa County, track and field meets, 1909-20
Programs, scorecards, etc re. Alfalfa County track and field meets. Also information re. Everett Bradley, "Oklahoma's premier athlete."

3 American Legion Post #35-Board of Trustees, annual reports, 1953-59.

4 American Legion Post #35-Board of Trustees, annual reports, 1960-73.

5 American Legion, constitution, by-laws, and audit report, 1919-68.

6 American Legion, miscellaneous (1), 1919-58
Includes correspondence, convention and meeting programs, printed materials, etc.

7 American Legion, miscellaneous (2), 1952-63
Includes correspondence, memoranda and other materials re. post activities.

8 "American Legion Post 35" newsletters, 1937-38.

The Boomer-Sooner, newspaper, 1944.

"Kansas vs. Oklahoma" football program, Nov. 5, 1921.

Includes correspondence between Raymond A. Trapp, Department Commander, and Raymond Gary, Governor of Oklahoma.

10 Business cards, primarily of Earle M. Simon, n.d.

11 Cherokee High School, essays written by E.M. Simon, 1911-14

12 Cherokee High School, invitations, grade cards, notes, teacher's contracts, printed letters to teachers and alumni, etc., 1907-18.

13 Cherokee, Oklahoma, notices of events welcoming back World War I veterans, 1920s.

14 Class notes, n.d.

15 Communism in the United States, 1949-50
"The Shocking Story of the Amerasia Case" booklet.
"The Conviction of Alger Hiss," speech by Homer Capehart.
Reprints of articles from magazines, some by J. Edgar Hoover.

15A Correspondence. Letters pertaining to Simon's various careers in journalism, politics, the American Legion, Oklahoma City Clerk, etc. Also includes letter from the Attorney General of the United States, J. Howard McGrath, re. the Sixth National Conference on Citizenship, 1917-74

16 Elections, list of candidates, sample ballots, cards, stickers, and other materials related to various elections and campaigns, i.e. E.M. Simon for State Senate, F.B. Swank for Congress, Gore for Senate, etc, 1933-69

17 "Flat Foot Four, The." Barber shop quartette which included Johnny Whalen, 1941.

18 Forms, blank, n.d.

19 "National Institute of Municipal Clerks Newsletter.", 1950-51

20 News clippings, 1910-57
**Box 2 Subject Files**

1. Oklahoma City, personnel policies and procedures booklets, conference program agendas, and materials pertaining to the Civic Center's 20th anniversary celebration, 1921-59.

2. Oklahoma City, oil extension vote, 1936.

3. Oklahoma City, City Clerk, activities and dismissal. Notes, statements, and news clippings. Also "Report to the Mayor, City Manager and Oklahoma City County Council by the Oklahoma City Personnel Advisory Board …" (1956), 1951-66.

4. Personal materials, family expense record, typewritten news story about Earle M. Simon's family, letter to son (King) on graduation from Classen, letter to daughter (Earleen) on graduation from Classen, commencement address at Cherokee High School, letter from past President of State American Legion Auxiliary, editorial re. "Hitler's Double Goal," letter from son who was one of the cadet honor guard at President Roosevelt’s funeral, personnel resolution, and clippings about Earle M. Simon, 1934-45.


6. World War II, Civilian Defense. Includes stickers, pamphlets and other printed materials. Also letter addressed to Oklahoma war salvage leaders from Governor Robert S. Kerr, 1940s

**American Legion Home Company Post #35, Board of Trustees Materials**

7. Financial reports (audit, monthly statements, etc.), 1951-52

8. Financial reports (audit, monthly statements, etc.), 1952-54

9. Financial reports (audit, monthly statements, etc.), 1953-54

10. Financial reports (audit, monthly statements, etc.), 1954-55

11. Financial reports (audit, monthly statements, etc.), 1955-56

12. Financial reports (audit, monthly statements, etc.), 1956-57

13. Financial reports (audit, monthly statements, etc.). Includes information re. remodeling of building, 1957-58
Box 3 Printed Materials


American Legion Annual Festival, 1920

The American Legion Through The Years

Report Schedule and Action Veteran of World War I, 1970-72

Digest of Minutes National Executive Committee Meetings the American Legion, 1945, 1946, 1948

Boys' State American Legion of Oklahoma, 1939

American Legion Manual of Ceremonies

Pictorial Souvenir American Legion Conventions, 1919-42

"Observation of School Inspection," Cherokee Messenger, 1916

"Regular Biennial Message of Governor Cruce", 1913

"How the War Came to America" series, 1917

"Oklahoma City Charter", 1934, 1948, 1957

"Oklahoma Paving Law of 1923"

"Oklahoma City's Progress", 1936

"Oklahoma City From 'A to Z'", 1939, 1941


The Oklahoma Independent, 1941

History notebooks (3) published by the Economy Company, n.d.

Alfalfa Blossoms, Cherokee High School Yearbook, 1911
Shelburne's Ginger Pot, 1922-29

Twelfth U.S. Infantry 1788-1919: It's Story By It's Men, 1920

New Horizons In Planning 1937, American Society of Planning Officials

Various speeches presented at American Legion functions, congressional speeches published as reprints, and other speeches contained in governmental publications.

Various publications of the University of Oklahoma.

Oversized Materials (Location: 8378)
Box 1
1. Poster - A Much Needed Conference
2. Poem (untitled) by Osma Schwan Khoury
3. Monument to Covered Wagon Women (brochure)
4. Ish-Ga-Bibble (flyer)
5. S & S Grub Market (advertising flyer)
6. Charter of the United Nations
7. American Legion Supplement to The Boston Herald, Sept. 22, 1940
8. "The Waters of the Earth" (poem) by Sergeant John W. Fritz, Jr. on New Guinea
9. Political campaign literature (oversize envelope)
10. Measuring scale for handwriting (2 copies)
11. Measuring Scale ability in spelling
12. Poster of Woodrow Wilson and flag
13. City of Cherokee public announcement (posters) and other printed material
14. Daily Oklahoman (excerpt), March 24, 1946, article - "Civic Center Needs a Beauty Doctor"
15. Supplement to the Sunday Oklahoman - "Oklahoma City's Annual Citizen's Report, April 3, 1966"
16. Aerial view of the Civic Center, Oklahoma City (poster)
17. *Daily Oklahoman* (excerpt), March 21, 1948, article - "Your City Council Meets"

18. *Daily Oklahoman* (excerpt), March 21, 1948, book reviews/art page

19. *Oklahoma City Times*, Sept. 3, 1941, article - "Legion Backs Free Speech to the Very Last Cussword"

20. Constitution of the United States (spiral bound)

21. Herbarium (scrapbook) collected by Earle M. Simon, 1912-13


**Certificates and Diplomas Collection**
Simon, Earle M.

1. 1951, 1955, 1957, 1958, 1959 certificate of appointment as a member of the Military Affairs Committee, Oklahoma City Chamber of Commerce.

2. 1917 certificate in course of military training, University of Oklahoma, Summer Training Camp.

3. 1947 certificate of election as a charter member of the National Institute of Municipal Clerks.


5. 1957, 1960 certificates of appointment as ambassador of good will from the city of Oklahoma City, Oklahoma.


7. Certificate of membership in the Oklahoma City Chamber of Commerce.

8. 1944 certificate in completion of Job Instructor Training, State Board of Education, Trade and Industrial Education.


10. 1944 certificate for meritorious service in the USO.
11. 1941 certificate for service on Registration Day, October 16, 1940.
12. 1941 Appointment as Honorary Colonel, Oklahoma Girls' State.
13. Appointment as Honorary Colonel, Oklahoma Boys' State.
14. 1943-44 appointment as Commander's Aide in the American Legion in the Department of Oklahoma.
15. Commission as Colonel in the Order of Shirt Tail Defenders, American Legion, 8th District.
16. 1946 certificate of appointment as A Noble of the Mystic Shrine, Indian Temple, Oklahoma City.
17. 1952 appointment as Governor's Personal Representative at the 1952 American Legion Convention, signed by Governor Johnston Murray.
18. 1946 certificate as Master of the Royal Secret of the 32 degree of the Scottish Rite, Oklahoma City.
19. 1942 commission as District Boys State Chairman, American Legion, Department of Oklahoma.
20. 1943 commission as a Colonel, American Legion Commandos of Oklahoma.
23. 1943, 1960 cont. member certificates, American Legion.
24. 1948 appointment as honorary colonel on the Governor's staff, signed by Governor Roy Turner.
25. 1914 Cherokee High School diploma.
26. 1959 distinguished service award, Oklahoma City.
27. 1906, 1907, 1908 certificates of perfect attendance, School District Nos. 69 and 98, Woods County, Oklahoma.
28. 1971 certificate of appreciation for service as a member of the Charity Solicitation Commission, Oklahoma City.

30. 1948 certificate of appreciation for Grand Award in the National Traffic Contest, Oklahoma City.

31. 1953 certificate of appreciation, the seventh annual conference of the National Institute of Municipal Clerks.

32. 1945 citation for meritorious service, National War Salvage Program, War Production Board.

33. 1916 teacher's certificate, third grade, Alfalfa County, Oklahoma.

34. 1917 high school certificate, State Board of Education, State of Oklahoma.