

# Tonelson, A. Rufus

A. Rufus Tonelson Papers  
circa 1922-1975, undated

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## Title Statement

Tonelson, A. Rufus A Guide to the A. Rufus Tonelson Papers RG 19-1B1

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## Profile Description

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## Descriptive Summary

### Unit ID

RG 19-1B1

### Unit ID

/repositories/3/resources/254

### Unit Date

circa 1922-1975, undated

### Unit Date

Date acquired: 06/25/1976

### Language

English

### Abstract

Papers primarily relate to his teaching experience at Old Dominion College and University.

### Creator

Tonelson, A. Rufus (1911-2006)

### Extent

2.40 Linear Feet

### Extent

6 Hollinger document cases boxes

### Repository

ODU University Archives

# Administrative Information

## Conditions Governing Access

Collection is open to researchers without restrictions

## Conditions Governing Use

Before publishing quotations or excerpts from any materials, permission must be obtained from Special Collections and University Archives, and the holder of the copyright, if not Old Dominion University Libraries.

## Source of Acquisition

Dr. A. Rufus Tonelson

## Method of Acquisition

Gift.

## Processing Information

The collection was processed and finding aid created by Dough Wright in 2001.

## Preferred Citation

[Identification of item], Box [insert number], Folder [insert number and title], Dr. A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

# Biographical or Historical Information

Dr. A. Rufus Tonelson was born in New York City on November 17, 1911, After his family moved to Norfolk, he attended that city's public schools through graduation from Maury High School in 1929. After completing his undergraduate work in 1933 and after two years in the Army during World War II, he married Sara Gladys Hamburg and they had two children - Louis, who was born on May 1, 1947 and Stephen Willis, who was born on April 3, 1950. Dr. Tonelson began his college education as one of the first students of the newly formed Norfolk Division of William and Mary in 1930. During his three years as a Norfolk Division student, he was quite active in school athletics, particularly as a varsity baseball and basketball player, and literary activities, especially as a reporter for the campus paper-The High Hat. In addition, he also taught various lab science courses during his senior year when he was employed as a student lab instructor. After three years of attending classes at both the Norfolk and Williamsburg campuses, he received a Bachelor of Science Degree from William and Mary in 1933. Shortly after his graduation, Dr. Tonelson continued to teach biology and lab sciences at the Norfolk campus as he had done in his senior year. Then, in 1936, he left the Norfolk Division to teach general science at Ruffner Junior High School. After three years at Ruffner, he transferred to Maury High School where he taught biology, history, and government in addition to coaching varsity basketball. After serving in the United States Army from 1943 to 1945, Dr. Tonelson returned to Norfolk where he was employed as the Director of Veterans training for that city. A few years later, he left that position and re-entered a teaching career, which was eventually to involve him in a very difficult challenge. After teaching for a short while at a local elementary school, he was in 1950, appointed Assistant Principal and Varsity Basketball Coach at Maury High School. For a number of years, he also served as the Principal of the Maury High Night School. During this period, and mostly because of his graduate work in education, Dr. Tonelson was named a visiting Associate Professor of education at the Williamsburg campus of William and Mary. In 1953, Dr. Tonelson received a Masters in education from that same school. His Master's thesis was entitled "A Study of a High School Guidance Program." In 1957, Dr. Tonelson was appointed principal of Maury High School. Even though he held that position for almost a decade, his most significant contribution came during massive resistance when Maury, along with a number of other schools, was closed by opponents of integration. Viewing such closings as an unfortunate neglect of the needs and potentials of students, Dr. Tonelson worked diligently to have the schools re- open as quickly as possible. During his career as Principal of Maury High School, Dr. Tonelson continued his Academic study. In 1963, he received a doctorate in Administration and Supervision from Michigan State University upon completion of his dissertation entitled "A Study of the Principalship in Larger High Schools in the Southern Association of Colleges and Schools." In 1966, Dr. Tonelson joined the faculty of Old Dominion College first as a Lecturer and then, in the same year, as a full Professor and Chairman of the Secondary Education Department, In September 1969, he was named Dean of the Darden School of Education of Old Dominion University. After two years in that capacity, he was, in 1971, named by President Bugg as the Assistant to the President for School and Community Relations. Then, in 1973, he was named to serve as the Affirmative Action and Equal Employment Opportunity Officer for Old Dominion University. Subsequently, after a long and meritorious career, Dr. Tonelson retired on July 1, 1976.

Note written by Doug Wright

# Scope and Contents

The majority of this collection consists of material representing teaching aids and materials collected by Dr. A Rufus Tonelson during his four decades of teaching at Old Dominion University. While some of the material reflects his initial teaching experience at the Norfolk Division of William and Mary, most of the papers in this collection are from the later phases of his teaching experience in the School of Education.

## Related Materials

[Oral Histories in the Perry Library: A. Rufus Tonelson, Part 1](#)

[Oral Histories in the Perry Library: A. Rufus Tonelson, Part 2](#)

## Keywords

Educators--Virginia--Norfolk

School principals--Virginia--Norfolk

Maury High School (Norfolk, Va.)

Old Dominion University. Darden School of Education

Tonelson, A. Rufus (1911-2006)

## Arrangement Note

This collection is organized into four series: Series I: Personal Papers; Series II: Lectures and Tests; Series III: Publications; and Series IV: Memorabilia.

## Description of Subordinate Components

### Series I: Personal Papers

**Unit ID** Series I

**Unit ID** /repositories/3/archival\_objects/64199

**Unit Date** 1952-1975, undated

#### Scope and Contents

This series consists mainly of course material related to elementary and high school guidance counselors; counseling techniques and methods; educational administration and supervision; school curriculum; as well as personality and career assessments for high school students. Also included are syllabi, exams, and answer keys for Tonelson's Education classes, and 1972 correspondence with Manpower Training Skills Center.

#### Box 1

**Unit ID** Box 1

**Unit ID** /repositories/3/archival\_objects/64201

**Mixed Materials** 1 (box)

#### Folder 1: Correspondence

**Unit ID** Folder 1

**Unit ID** /repositories/3/archival\_objects/64202

**Unit Date** 1972

**Mixed Materials** 1 (box)

**Container** 1 (folder)

#### Preferred Citation

[Identification of item and date], Box 1, Folder 1, Correspondence, 1972, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

#### Folder 2: Counseling Techniques

**Unit ID** Folder 2

**Unit ID** /repositories/3/archival\_objects/64204

**Unit Date** 1952-1966, undated

**Mixed Materials** 1 (box)

**Container** 2 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 2, Counseling Techniques, 1952-1966, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 3: Counselor**

**Unit ID** Folder 3

**Unit ID** /repositories/3/archival\_objects/64217

**Unit Date** 1966-1968

**Mixed Materials** 1 (box)

**Container** 3 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 3, Counselor, 1966-1968, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 4: Educational Administration**

**Unit ID** Folder 4

**Unit ID** /repositories/3/archival\_objects/64218

**Unit Date** 1954-1973, undated

**Mixed Materials** 1 (box)

**Container** 4 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 4, Educational Administration, 1954-1973, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 5: The Elementary Principalship**

**Unit ID** Folder 5

**Unit ID** /repositories/3/archival\_objects/64227

**Unit Date** 1954-1968, undated

**Mixed Materials** 1 (box)

**Container** 5 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 5, The Elementary Principalship, 1954-1968, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 6: Examinations**

**Unit ID** Folder 6

**Unit ID** /repositories/3/archival\_objects/64229

**Unit Date** 1968-1975, undated

**Mixed Materials** 1 (box)

**Container** 6 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 6, Examinations, 1968-1975, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 7: Group Processes in Guidance****Unit ID** Folder 7**Unit ID** /repositories/3/archival\_objects/64231**Unit Date** 1967, undated**Mixed Materials** 1 (box)**Container** 7 (folder)**Preferred Citation**

[Identification of item and date], Box 1, Folder 7, Group Processes in Guidance, 1967, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 8: Guidance General****Unit ID** Folder 8**Unit ID** /repositories/3/archival\_objects/64233**Unit Date** 1954-1958, undated**Mixed Materials** 1 (box)**Container** 8 (folder)**Preferred Citation**

[Identification of item and date], Box 1, Folder 8, Guidance General, 1954-1958, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 9: Guidance in the Elementary School****Unit ID** Folder 9**Unit ID** /repositories/3/archival\_objects/64237**Unit Date** 1953-1964, undated**Mixed Materials** 1 (box)**Container** 9 (folder)**Preferred Citation**

[Identification of item and date], Box 1, Folder 9, Guidance in the Elementary School, 1953-1964, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Box 2****Unit ID** Box 2**Unit ID** /repositories/3/archival\_objects/64206**Mixed Materials** 2 (box)**Folder 1: Guidance Programs: Organization and Administration****Unit ID** Folder 1**Unit ID** /repositories/3/archival\_objects/64222**Unit Date** undated**Mixed Materials** 2 (box)**Container** 1 (folder)**Preferred Citation**

[Identification of item and date], Box 2, Folder 1, Guidance Programs: Organization and Administration, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 2: Individual Appraisal****Unit ID** Folder 2**Unit ID** /repositories/3/archival\_objects/64223**Unit Date** undated**Mixed Materials** 2 (box)**Container** 2 (folder)

**Preferred Citation**

[Identification of item and date], Box 2, Folder 2, Individual Appraisal, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 3: Personnel Administration**

**Unit ID** Folder 3

**Unit ID** /repositories/3/archival\_objects/64224

**Unit Date** 1968, undated

**Mixed Materials** 2 (box)

**Container** 3 (folder)

**Preferred Citation**

[Identification of item and date], Box 2, Folder 3, Personnel Administration, 1968, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 4: Practicum in Counseling**

**Unit ID** Folder 4

**Unit ID** /repositories/3/archival\_objects/64235

**Unit Date** 1961-1965, undated

**Mixed Materials** 2 (box)

**Container** 4 (folder)

**Preferred Citation**

[Identification of item and date], Box 2, Folder 4, Practicum in Counseling, 1961-1965, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 5: Secondary School Curriculum**

**Unit ID** Folder 5

**Unit ID** /repositories/3/archival\_objects/64236

**Unit Date** 1954-1971, undated

**Mixed Materials** 2 (box)

**Container** 5 (folder)

**Preferred Citation**

[Identification of item and date], Box 2, Folder 5, Secondary School Curriculum, 1954-1971, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 6: Supervision**

**Unit ID** Folder 6

**Unit ID** /repositories/3/archival\_objects/64239

**Unit Date** 1963-1968, undated

**Mixed Materials** 2 (box)

**Container** 6 (folder)

**Preferred Citation**

[Identification of item and date], Box 2, Folder 6, Supervision, 1963-1968, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 7: Syllabi**

**Unit ID** Folder 7

**Unit ID** /repositories/3/archival\_objects/64240

**Unit Date** 1971, undated

**Mixed Materials** 2 (box)

**Container** 7 (folder)

**Preferred Citation**

[Identification of item and date], Box 2, Folder 7, Syllabi, 1971, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Box 3**

**Unit ID** Box 3

**Unit ID** /repositories/3/archival\_objects/64212

**Mixed Materials** 3 (box)

**Folder 1: Tests and Measurements**

**Unit ID** Folder 1

**Unit ID** /repositories/3/archival\_objects/64214

**Unit Date** 1950-1969, undated

**Mixed Materials** 3 (box)

**Container** 1 (folder)

**Preferred Citation**

[Identification of item and date], Box 3, Folder 1, Tests and Measurements, 1950-1969, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 2: Testing and Individual Appraisal**

**Unit ID** Folder 2

**Unit ID** /repositories/3/archival\_objects/64225

**Unit Date** 1958-1971, undated

**Mixed Materials** 3 (box)

**Container** 2 (folder)

**Preferred Citation**

[Identification of item and date], Box 3, Folder 2, Testing and Individual Appraisal, 1958-1971, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 3: Vocational and Occupational Guidance**

**Unit ID** Folder 3

**Unit ID** /repositories/3/archival\_objects/64226

**Unit Date** 1953-1967, undated

**Mixed Materials** 3 (box)

**Container** 3 (folder)

**Preferred Citation**

[Identification of item and date], Box 3, Folder 3, Vocational and Occupational Guidance, 1953-1967, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Series II: Lectures and Tests**

**Unit ID** Series II

**Unit ID** /repositories/3/archival\_objects/64200

**Unit Date** circa 1932-1967, undated

**Scope and Contents**

This series includes tests from biology and education classes, as well as lectures related to elementary and high school guidance counseling.

**Box 3**

**Unit ID** Box 3

**Unit ID** /repositories/3/archival\_objects/64203

**Mixed Materials** 3 (box)

**Folder 4: Lecture: Individual Appraisal Guidance**

**Unit ID** Folder 4

**Unit ID** /repositories/3/archival\_objects/64205

**Unit Date** 1958 October 9-1959 April 28

**Mixed Materials** 3 (box)

**Container** 4 (folder)

**Preferred Citation**

[Identification of item and date], Box 3, Folder 4, Lecture: Individual Appraisal Guidance, 1958 October 9-1959 April 28, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Box 4**

**Unit ID** Box 4

**Unit ID** /repositories/3/archival\_objects/64211

**Mixed Materials** 4 (box)

**Folder 1: Lecture: The Interview**

**Unit ID** Folder 1

**Unit ID** /repositories/3/archival\_objects/64219

**Unit Date** 1958 November 4

**Mixed Materials** 4 (box)

**Container** 1 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 1, Lecture: The Interview, 1958 November 4, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 2: Lecture: Counseling**

**Unit ID** Folder 2

**Unit ID** /repositories/3/archival\_objects/64228

**Unit Date** 1959 February 16-March 31

**Mixed Materials** 4 (box)

**Container** 2 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 2, Lecture: Counseling, 1959 February 16-March 31, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 3: Lecture: Guidance in the Elementary School**

**Unit ID** Folder 3

**Unit ID** /repositories/3/archival\_objects/64230

**Unit Date** circa 1960

**Mixed Materials** 4 (box)

**Container** 3 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 3, Lecture: Guidance in the Elementary School, circa 1960, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 4: Lecture: A New Dimension in Vocational Education**

**Unit ID** Folder 4

**Unit ID** /repositories/3/archival\_objects/64232

**Unit Date** 1961-1964

**Mixed Materials** 4 (box)

**Container** 4 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 4, Lecture: A New Dimension in Vocational Education, 1961-1964, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 5: Lecture: Guidance Services in the Modern School**

**Unit ID** Folder 5

**Unit ID** /repositories/3/archival\_objects/64234

**Unit Date** circa 1965

**Mixed Materials** 4 (box)

**Container** 5 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 5, Lecture: Guidance Services in the Modern School, circa 1965, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 6: Lecture: Training of Guidance Workers**

**Unit ID** Folder 6

**Unit ID** /repositories/3/archival\_objects/64238

**Unit Date** 1965 July 7

**Mixed Materials** 4 (box)

**Container** 6 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 6, Lecture: Training of Guidance Workers, 1965 July 7, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 7: Lecture: The Nature of Personnel and Guidance Services**

**Unit ID** Folder 7

**Unit ID** /repositories/3/archival\_objects/64241

**Unit Date** undated

**Mixed Materials** 4 (box)

**Container** 7 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 7, Lecture: The Nature of Personnel and Guidance Services, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 8: Lecture: Guidance and Counseling**

**Unit ID** Folder 8

**Unit ID** /repositories/3/archival\_objects/64242

**Unit Date** undated

**Mixed Materials** 4 (box)

**Container** 8 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 8, Lecture: Guidance and Counseling, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 9: Tests: Biological Sciences**

**Unit ID** Folder 9

**Unit ID** /repositories/3/archival\_objects/64243

**Unit Date** 1932 June-1940 November

**Mixed Materials** 4 (box)

**Container** 9 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 9, Tests: Biological Sciences, 1932 June-1940 November, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 10: Tests: Guidance and Counseling**

**Unit ID** Folder 10

**Unit ID** /repositories/3/archival\_objects/64244

**Unit Date** 1952 September-1967 June

**Mixed Materials** 4 (box)

**Container** 10 (folder)

**Preferred Citation**

[Identification of item and date], Box 4, Folder 10, Tests: Guidance and Counseling, 1952 September-1967 June, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Series III: Publications**

**Unit ID** Series III

**Unit ID** /repositories/3/archival\_objects/64207

**Unit Date** 1967-1973

**Scope and Contents**

This series includes publications collected by Tonelson related to education. A publication about the transformation of Wards Corner is also included.

**Box 5**

**Unit ID** Box 5

**Unit ID** /repositories/3/archival\_objects/64208

**Mixed Materials** 5 (box)

**Folder 1: Publications**

**Unit ID** Folder 1

**Unit ID** /repositories/3/archival\_objects/64209

**Unit Date** 1969-1973, undated

**Mixed Materials** 5 (box)

**Container** 1 (folder)

**Preferred Citation**

[Identification of item and date], Box 5, Folder 1, Publications, 1969-1973, undated, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 2: Publications**

**Unit ID** Folder 2

**Unit ID** /repositories/3/archival\_objects/64210

**Unit Date** 1967

**Mixed Materials** 5 (box)

**Container** 2 (folder)

**Preferred Citation**

[Identification of item and date], Box 5, Folder 2, Publications, 1967, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Box 6**

**Unit ID** Box 6

**Unit ID** /repositories/3/archival\_objects/64213

**Mixed Materials** 6 (box)

**Folder 1: Publications****Unit ID** Folder 1**Unit ID** /repositories/3/archival\_objects/64215**Unit Date** 1968**Mixed Materials** 6 (box)**Container** 1 (folder)**Preferred Citation**

[Identification of item and date], Box 6, Folder 1, Publications, 1968, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Series IV: Memorabilia****Unit ID** Series IV**Unit ID** /repositories/3/archival\_objects/64216**Unit Date** 1922-1963**Scope and Contents**

This series contains biology songs from the Jones Biology Club of William and Mary; a 1922 program for the laying of the corner stone of the William H. Ruffner Junior High School in Norfolk, VA; 1963 lecture booklet The Whole Jackson (about Stonewall Jackson); 1926 Inaugural Program for Harry Byrd as Governor of Virginia and address by Byrd; and The Cauldron, a Norfolk Division yearbook, published by Sigma Epsilon Pi in 1936.

**Box 6****Unit ID** Box 6**Unit ID** /repositories/3/archival\_objects/64220**Mixed Materials** 6 (box)**Folder 2: Memorabilia****Unit ID** Folder 2**Unit ID** /repositories/3/archival\_objects/64221**Unit Date** 1922-1963**Mixed Materials** 6 (box)**Container** 2 (folder)**Preferred Citation**

[Identification of item and date], Box 6, Folder 2, Memorabilia, 1922-1963, A. Rufus Tonelson Papers, Special Collections and University Archives, Old Dominion University Libraries.