

# Hortense M. Orcutt papers

## Descriptive Summary

<b>Repository:</b>	Georgia Historical Society
<b>Creator:</b>	Orcutt, Hortense M., d. 1936.
<b>Title:</b>	Hortense M. Orcutt papers
<b>Dates:</b>	1904-1922
<b>Extent:</b>	1.5 cubic feet (2 boxes)
<b>Identification:</b>	MS 1503

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## Biographical/Historical Note

Hortense M. Orcutt was born in Conway, Massachusetts and was the daughter of William Baker and Mary Elizabeth Orcutt. She attended the Ethical Cultural School in New York, New York where she studied to become a kindergarten teacher. Orcutt worked as a kindergarten teacher and principals of kindergarten programs in New York before accepting the position of supervisor of the Kate Baldwin Free Kindergarten program in Savannah, Georgia. Orcutt held this job until her death in Savannah in 1936.

The Kate Baldwin Free Kindergarten was founded in Savannah by the children of Kate A. Baldwin as a memorial to her. It was incorporated in 1899 as a "benevolent and charitable institution for the free training, instruction, and education of young children under the kindergarten system of education, so as to inculcate in them habits of industry and morality and fit them for entrance into institutions of higher education." It operated kindergartens (as many as five at one time) and a training school (also referred to as the Normal Department) for kindergarten teachers.

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## Scope and Content Note

This collection contains correspondence, pamphlets, advertisements, newspaper clippings, magazines, catalogs, certificates, meeting minutes, annual reports, and other miscellaneous materials from 1904 to 1922 belonging to Hortense M. Orcutt. These papers cover Orcutt's career as a supervisor of the Kate Baldwin Free Kindergarten in Savannah, Georgia.

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## Arrangement

This collection is arranged into 2 boxes:

Box 1: Correspondence, 1904-1922.

Box 2: Correspondence, certificates, clippings, pamphlets, minutes, catalogs, annual reports, magazines, 1909-1919

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## Index Terms

Annual reports.  
Catalogs (documents)  
Certificates.  
Clippings (information artifacts)  
Education--Georgia--Savannah.  
Kate Baldwin Free Kindergarten (Savannah, Ga.)

Kindergarten--Georgia--Savannah.  
Letters (correspondence)  
Magazines (periodicals)  
Orcutt, Hortense M., d. 1936.  
Pamphlets.

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## **Administrative Information**

### **Processing information**

This collection is processed at the Basic Level (or collection level). There is no detailed inventory for this collection as it is not fully processed. To request that this collection be added to our priority list of collections to be fully processed as staffing and funding allow, please contact the Library and Archives staff.

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## **Restrictions**

### **Access restrictions**

The collection is open for research.

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## **Sponsorship**

Encoding funded by a 2008 Archives-Basic Projects grant from the National Historical Publications and Records Commission.

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