

Belmont Provincial Records, 1923-1937 [1922-1937; 1930s-1980s]

This collection documents the move to Belmont from San Jose in 1922, the building up of the campus of the College, High School and the Elementary School as a unit of the high school. During this time the sisters realized that this beautiful estate was not large enough to accommodate the three levels of education and the novitiate and other housing needs for the sisters in the California Province.

West Archives Unit Row 1 Unit 5, Shelf C-D

Provincial Records of Sr. Julia of the Passion Overend, 1922-1935. 7 lin. inches box1; box 2; Box 6

These records document her life and the actions she took to administer the California Province in its new location in Belmont, California. The first file in box 1 contains biographical information on her life as a sister and as a provincial superior. This file also contains photographs, death and funeral information. The two folders in box 2 contains her official correspondence with sisters, the motherhouse in Namur, Belgium, the Catholic Church hierarchy and other external organizations. Box 6 includes folders listing the capital holdings of the province, information on the provincial chapter elections of 1927 and statistical reports sent onto Namur.

Belmont Historical Information Records, 1924-1980s. 5 lin. Inches Box 1

West Unit Archives: Row 1, Unit 5, Shelf C Box 1

As part of the filing plan, documentation was collected about each location of provincial headquarters during the time of its residence in a particular place up and until these records were given to the archives. These files document the Ralston Estate from its beginnings in 1850s to the 1970s when it was declared National Historic place. These documents include histories written about William Ralston and his estate, a copy of his granddaughter's memories, and some of the documentation to gain state and federal historic status. Copyright for some of this documentation is not owned by the sisters.

Financial and Accounting Records, 1893-1936; Bulk 1923-1936. 10 lin. Inches Volumes and folders.

West Unit Archives Row 1, Unit 5, Shelf B Boxes 2-4

These accounting ledgers and papers, reports and letters document the financial situation for the California Province from the settling in process in Belmont to the depths of the Great Depression. The types of records include accounting ledgers and papers for the province, the college and the high school, the Notre Dame Institute (an orphanage) in Saratoga, and student accounts.

Journals, 1923-1936 2 lin. Inches

West Unit Archives Row 1 Unit 5, Shelf C-D Box 2

Journals recorded the daily coming and goings of sisters, visitors and significant events which were used as a basis to write the monthly or yearly annals. The annals were written up by the convent. The annals for these years are contained in the Ralston Hall annals.

These records record the comings and goings of sisters for meetings, academic classes, medical appointments, council meetings, superiors meetings, rest and vacation trips to Saratoga and visitation of the provincial to other convents in California. The more substantial entries are about sisters dying, their deaths, and the masses and burials ceremonies attendant to those events.

Building Contract and Construction Records, 1927-1931. 8 lin. Inches

West Unit Archives R1 Unit 4 Shelf Boxes 4-6

These records document the process of obtaining additional land for the high school, the planning and construction of the separate high school building- completed in 1928-1929. These records also include information on the construction of Julie Billiart building now named Cuvilly on the NDNU campus and the construction of the dam on Notre Dame Lake now named Waterdog Lake. These records include specifications for each of these projects, payment information and additional specification for additions to the original contracts. There are blueprints and drawings included in these files as well.

Photographs, 1920s-1930s. Approx. 100 items

West Unit Archives R1 Unit 4 Shelf D Box 6-7

This collection includes photographs of activities happening in the early years in the Belmont location. The events covered are various graduations, the 75th anniversary of being in California, various outdoor theatre productions and school activities. There are about 5-7 rolled photographs- wide angle shots of the new campus and some large scale gatherings.

Gardner's Sanatorium Photograph Album, 1900-1923 2 inches; approx. 150 photos

West Unit Archives R1, Unit 5 Shelf D Box 8

This album documents the use of the Ralston mansion as a mental health safe haven institution from 1900-1923 run by Dr. A. M. Gardner. These photographs are all black and white of varying sizes that document the use of the Ralston mansion as a place to treat mental illness within a more open institution. The photographs document the patients, the Gardner family and the surrounding estate as used by the patients and the family residing there as part of the management of the institution.

Convent College Scrapbook, 1907-1949 1 item 12x14 inches

West Archives Unit R1 Unit 4 F San Jose Box 31

This scrapbook was started in San Jose and ended with the last year before CND changed back to a four year college format. This item contains programs, artists' publicity photos, commencement programs from 1923 -1949, recital programs, class activities programs and other event programs performed on the San Jose campus and continuing to the Belmont campus.