

# FEDERAL ENTITY CEASED OPERATIONS

Schedule Number: N1-012-89-002

Federal entities may cease operations when they are established as a temporary entity, are abolished, or functions are transferred to state or local government or private control.

## Description:

The Office of Education was established within the Department of the Interior, effective July 1, 1930, by the Department of the Interior Appropriation Act for Fiscal Year 1931 (46 Stat. 281), approved May 14, 1930. The Office was assigned to the Federal Security Agency by Reorganization Plan No. 1 of 1939, July 1, 1939; to the newly created Department of Health, Education, and Welfare (HEW) by Reorganization Plan No. 1 of 1953, effective April 11, 1953. The Office of Education was abolished on May 4, 1980, by the Department of Education Organization Act (93 Stat. 668), October 17, 1979, with functions transferred to the Department of Education.

Date Reported: 07/23/2020

FEDERAL ENTITY CEASED OPERATIONS

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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JOB NO

N1-12-89-2

TO GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

DATE RECEIVED

5/23/89

1 FROM (Agency or establishment)

NOTIFICATION TO AGENCY

DEPARTMENT OF EDUCATION

2 MAJOR SUBDIVISION

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

OFFICE OF EDUCATION

3 MINOR SUBDIVISION

ASSISTANT SECRETARY (HEW)

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT. DATE

732-5342

5/24/89

ARCHIVIST OF THE UNITED STATES



NORMA FENWICK

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A GAO concurrence  is attached, or  is unnecessary.

B. DATE	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
5/18/89		Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
1.	<p>GENERAL CORRESPONDENCE AND ADMINISTRATIVE FILES OF THE ASSISTANT SECRETARY FOR EDUCATION, HEW.</p> <p>a) Those portions of the general correspondence and administrative files which document the formulation of national educational policy, and the establishment direction, and review of the primary missions of the office of Education as they relate to the Secretary of HEW.</p> <p>DISPOSITION: <u>PERMANENT</u>. Transfer to the National Archives when 10 years old. Records less than 10 years old may be transferred to the Washington National Records Center for storage.</p> <p>b) Correspondence and other records relating to routine administrative program activities, and housekeeping functions not covered by the General Records Schedules.</p> <p>DISPOSITION: <u>DESTROY</u> upon approval of this schedule.</p>		

RECORDS OF THE IMMEDIATE OFFICE OF THE COMMISSIONER/SECRETARY

ACCESSSION NUMBER	BOX NOS.	DISPOSITION AUTHORITY	MEMO ITEM	DESCRIPTION OF RECORDS	DATE SPAN
012 65A0811	1-7 8-9	ERCS/9/8 ERCS/9/8	I/A I/B	SUBJECT FILE CHRON FILE	1963 1962
012 66A0381	1-2	B-400/2B	II/E	DEPUTY COMMISSIONER'S FILE	1952-63
012 67A1273	1-8	ERCS/9/8	I/A	SUBJECT FILE	1964
012 67A1532	1-5	ERCS/9/8	I/B	CHRON FILE	1963-64
012 67A1870	1-2(P) 2(P)-5	ERCS/9/8 ERCS/9/8	I/C I/D	COMMITTEES FILE SPECIAL FILES	1957-65 1957-65
012 68A3171	1-15 16	ERCS/9/8 B-400/1 <del>A</del> B	I/A III/G	SUBJECT FILE ADMIN. ASSISTANT'S FILES	1965 1963-65
012 68A4662	1-4	ERCS/9/8	I/B	CHRON FILE	1965
012 69A3993	1-4 5(P) 5(P)-7 8 9-18	ERCS/9/8 B-400/2B ERCS/9/8 B-400/1B ERCS/9/8	I/C II/E I/C III/G I/A	COMMITTEES FILE DEPUTY COMMISSIONER'S FILE COMMITTEES FILE ADMIN. ASSISTANT'S FILES SUBJECT FILE	1953-68 1965 1953-68 1964-66 1966
012 70A5276	1 2-4 5-22	ERCS/9/8 ERCS/9/8 ERCS/9/8	I/C I/D I/A	COMMITTEES FILE SPECIAL FILES SUBJECT FILES	1967 1967 1967
012 70A6471	1-11	SF 115	II/F	ASSISTANT SECRETARY'S FILES	1966-68
012 71A4236	1-4(P) 4(P)-8 9 10-12	B-400/1B ERCS/9/8 B-400/2B ERCS/9/8	III/G I/D II/E I/D	ADMIN. ASSISTANT'S FILES SPECIAL FILES (A/V IN BOX 7) DEPUTY COMMISSONER'S FILES SPECIAL FILES (A/V IN BOX 12)	1967-70 1950-70 1967-70 1967-70
012 71A5291	1-14	ERCS/9/8	I/A	SUBJECT FILE	1968

RECORDS OF THE IMMEDIATE OFFICE OF THE COMMISSIONER/SECRETARY

ACCESSSION NUMBER	BOX NOSs	DISPOSITION AUTHORITY	MEMO ITEM	DESCRIPTION OF RECORDS	DATE SPAN
012 71A6959	1 2-4(P) 4-12	B-400/2B B-400/1B ERCS/9/8	II/E III/G I/D	DEPUTY COMMISSIONER'S FILE ADMIN. ASSISTANT'S FILES SPECIAL FILES	1968 1967-70 1957-70
012 72A3960	1 2-15	ERCS/9/8 ERCS/9/8	I/D I/B	SPECIAL FILES (A/V IN BOX 1) CHRON FILE	1961-69 1966-68
012 72A7862	1-4 5-9	ERCS/9/8 ERCS/9/8	I/B I/D	CHRON FILE SPECIAL FILES	1969 1968-70
012 73-0004	1-11	ERCS/9/8	I/A	SUBJECT FILE	1969
012 73-0038	1-6	B-400/1B	III/G	ADMIN. ASSISTANT'S FILES	1969-73
012 73-0044	1-7	ERCS/9/8	I/C	COMMITTEES FILE	1963-72
012 74-0007	1-9	ERCS/9/8	I/C	COMMITTEES FILE	1960-72
012 74-0043	1-12(P) 12(P)-14	ERCS/9/8 ERCS/9/8	I/A I/B	SUBJECT FILE CHRON FILE	1970 1970
012 74-0047	1-14	ERCS/9/8	I/A	SUBJECT FILE	1971
012 75-0004	1-4 5-22 23	ERCS/9/8 ERCS/9/8 ERCS/9/8	I/B I/A I/C	CHRON FILE SUBJECT FILE COMMITTEES FILE	1971 1971 1971-73
012 76-0003	1-11	ERCS/9/8	I/A	SUBJECT FILE	1973
012 76-0031	1-7 8	B-400/1B ERCS/9/8	III/G I/D	ADMIN. ASSISTANT'S FILES SPECIAL FILES	1973-74 1969-74
012 77-0021	1-9 10	ERCS/9/8 ERCS/9/8	I/A I/D	SUBJECT FILE SPECIAL FILES	1974 1972-74

RECORDS OF THE IMMEDIATE OFFICE OF THE COMMISSIONER/SECRETARY

ACCESSION NUMBER	BOX NOS.	DISPOSITION AUTHORITY	MEMO ITEM	DESCRIPTION OF RECORDS	DATE SPAN
012 77-0035	1-5 6	ERCS/9/8 ERCS/9/8	I/B I/C	CHRON FILE COMMITTEES FILE	1972 1967
012 77-0048	1-7 8	ERCS/9/8 ERCS/9/8	I/B I/D	CHRON FILE SPECIAL FILES	1974 1972, 1975
012 77-0054	1 2-5	ERCS/9/8 ERCS/9/8	I/D I/D	SPECIAL FILES SPECIAL FILES	1974-76 1968-75
012 78-0016	1-8	ERCS/9/8	I/B	CHRON FILE	1973
012 78-0032	1-12	ERCS/9/8	I/A	SUBJECT FILE	1975
012 78-0043	1 2-3(P) 3(P)-7(P) 7(P)s8	ERCS/9/8 ERCS/9/8 ERCS/9/8 B-400/1B	I/C I/D I/C III/G	COMMITTEES FILES SPECIAL FILES COMMITTEES FILES ADMIN ASSISTANT'S FILES	1970s 1972 1970-79 1978
012 79-0033	1-10	ERCS/9/8	I/B	CHRON FILE	1975
012 79-0067	1-11	ERCS/9/8	I/A	SUBJECT FILE	1976
012 79-0091	1-11	ERCS/9/8	I/B	CHRON FILE	1976
012 79-0109	1-10 11-12	ERCS/9/8 ERCS/9/8	I/A I/D	SUBJECT FILE SPECIAL FILES	1977 1977
012 80-0083	1-8	SF 115	II/F	ASSISTANT SECRETARY'S FILES	1977
012 80-0084	1-19	SF 115	II/F	ASSISTANT SECRETARY'S FILES	1978
012 80-0085	1-22	SF 115	II/F	ASSISTANT SECRETARY'S FILES	1979
012 80-0086	1-10	ERCS/9/8	I/B	CHRON FILE	1977

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ACCESSION NUMBER	BOX NOS.	DISPOSITION AUTHORITY	MEMO ITEM	DESCRIPTION OF RECORDS	DATE SPAN
012 80-0089	1-8 9-21	ERCS/9/8 ERCS/9/8	I/B I/A	CHRON FILE SUBJECT FILE	1978 1978
012 81-0042	1-13	ERCS/9/8	I/D	SPECIAL FILES	1966-79
012 81-0053	1-24	ERCS/9/8	I/D	SPECIAL FILES	1977-79
012 82-0029	1-4(P) 4(P)-6(P) 6(P) 7-15	ERCS/9/8 ERCS/9/8 ERCS/9/8 ERCS/9/8	I/A I/B I/D I/A	SUBJECT FILE CHRON FILE MIXED FILES SUBJECT FILE	1978-80 1980 1980 1979
012 83-0046	1-2 3-12	ERCS/9/8 ERCS/9/8	I/B I/A	CHRON FILE SUBJECT FILE	1980 1980
012 83-0056	1-9	SF 115	II/F	ASSISTANT SECRETARY'S FILES	1979-80
012 83-0057	1-31	ERCS/9/8	I/A&B	SUBJECT AND READING FILES MIXED	1980
441 76-0004	1-14	SF 115	II/F	ASSISTANT SECRETARY'S FILES	1972-75
441 88-0002	1-9 10-37 38-41	ERCS/9/8 ERCS/9/8 ERCS/9/8	I/B I/A I/D	CHRON FILE SUBJECT FILE SPECIAL FILES	1981 1981 1981
441 88-0103	1	ERCS/9/8	I/D	SPECIAL FILES	1979-81