

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) <u>Department of Education</u>	
2. MAJOR SUBDIVISION <u>National Advisory Council on Equality of</u> <u>Educational Opportunity (NACEEO)</u>	
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE

LEAVE BLANK (NARA use only)	
JOB NUMBER <u>N1-12-95-1</u>	
DATE RECEIVED	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
DATE <u>9-11-95</u>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached ___ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE <u>5/30/95</u>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Chiquita Thomas</i>	TITLE <i>Records Administrator</i>
------------------------	--------------------------------------------------------------	---------------------------------------

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Please see attached.		

National Advisory Council on Equality of Educational Opportunity
Attachment to SF115, Job No. N1-12-95-1R
Accession Number at WNRC: 012-80-0055.

The National Advisory Council on Equality of Educational Opportunity (NACEEO) was established in June, 1972, and ended operations in September, 1979. NACEEO provided three interim reports and one final report to Congress regarding desegregation policy and the National Emergency School Aid Act.

Item 1. Meeting Minutes, February 1973-June 1979.

One cubic foot. Arranged chronologically. (Box #1)

These records consist of summaries of minutes of meetings held by the Council.

DISPOSITION: PERMANENT. Transfer immediately to NARA upon approval of schedule.

Item 2. Reports

a. Administrative Reports, 1974-1978.

.25 cubic feet. (Box #2)

These records consist of reports, correspondence, forms, notes, and memorandums to GSA and GAO.

DISPOSITION: TEMPORARY. Destroy immediately upon approval of schedule.

b. Interim Reports to Congress, December 1973-June 1975.

.05 cubic feet. Arranged chronologically. (Box #2)

These records consist of interim reports to Congress.

DISPOSITION: PERMANENT. Transfer immediately to NARA upon approval of schedule.

c. Calendar Year Reports to the Commissioner, 1975-1977.

.05 cubic feet. Arranged chronologically. (Box #2)

These records consist of annual reports to the Commissioner of Education.

DISPOSITION: PERMANENT. Transfer immediately to NARA upon approval of schedule.

d. Final Report, 1979.

.05 cubic feet. Arranged by report. (Box #2)

These records consist of a final report to Congress.

DISPOSITION: PERMANENT. Transfer immediately to NARA upon approval of schedule.

e. Study, 1973.

.05 cubic feet. Arranged by study. (Box #2)

These records consist of a study of minority populations in the United States.

DISPOSITION: PERMANENT. Transfer immediately to NARA upon approval of schedule.

f. Committee and Task Force Reports, 1976-1978.

.05 cubic feet. Arranged chronologically. (Box #2)

These records consist of reports evaluating and recommending changes to ESAA.

DISPOSITION: PERMANENT. Transfer immediately to NARA upon approval of schedule.

Item 3. Council Members' Files, 1974-1978.

.25 cubic feet. Arranged alphabetically by council member name. (Box #2)

These records consist of reports prepared by NACEEO council members.

DISPOSITION: PERMANENT. Transfer immediately to NARA upon approval of schedule.

Item 4. Office Administrative Files, 1973-1979.

3.25 cubic feet. (Boxes #2-5)

These records consist of forms, receipts, notes, correspondence, memorandums, spreadsheets, copies of invoices, vouchers, copies of contracts, copies of W2 forms and other tax forms, copies of paychecks, claims for honorarium, ledgers, and spreadsheets. The records pertain to internal administration or housekeeping activities of the Council such as the printing and reproduction of reports and materials, purchases from the GSA self service store, budget preparation, bills paid for purchase and rental of office supplies, travel and parking reimbursement, payments to consultants and contractors, employee wages and taxes, and IRS verification of the tax exempt status of the NACEEO.

DISPOSITION: TEMPORARY. Destroy immediately upon approval of schedule, per GRS 23-1.