

DEPARTMENT OF
EDUCATION

DIVISION OF

INSTRUCTION

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

Dept. Education

Reporting Agency

Div. Instruction

Division or Bureau

Lot #1577

PREPARE IN DUPLICATE

Retain one copy and forward
 original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1-7	N.D.E.A. Title III	643	5	1967	7	7-83	Recycled

I hereby certify that the above listed records were disposed of as indicated.


 Signature

Records Center Manager
 Title

7/29/83
 Date

RECORDS TRANSMITTAL SHEET *EX*

To be completed by
Record Center:
Date: 6/29/70

Forms in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

Lot No.: 1677

Range: ~~32~~ *28* / *106*

Section(s) ~~32~~ *32-33*

Received by: J. Hirsch
SHIRK 11-12

Remarks:

- 1. Agency: Dept. of Education
- 2. Division: Instruction
- 3. Record Title: N.D.E.A. Title III
- 4. Inclusive Dates: 1967

5. Schedule No. <i>125 643</i>	6. Item No. <i>75</i>	7. Scheduled Disposal Date: 1973	8. Actual Disposal Date:
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

7 record center boxes

10. Quantity and type of filing equipment released:
- a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

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Division or Bureau

79W193

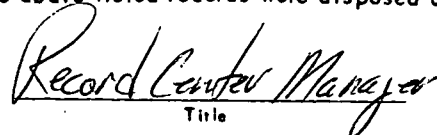
PREPARE IN DUPLICATE

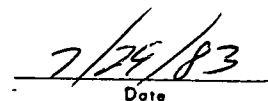
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		Retention Sched. No.	Item No.				
1-12	ESEA Title I Evaluation Reports Consolidated Program Information Reports	0633	2	FY 1967-75	12	7-83	Recycled

I hereby certify that the above listed records were disposed of as indicated.


 Signature


 Title


 Date

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

5/4

Date Received

79W193

5/4/79

1. From: (Name, Division, Address or Agency)

Signature

Miss Elizabeth A. Spurrier
Division of Instruction
Maryland State Department of Education

Title

2. Building and Room

3. Phone

4. To: State Records Center

ITB - 2nd Floor

796-8300, ext. 297

Waterloo

5. Signature: (Agency Official)

6. No. of Cu.Ft.

12

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
<p><i>R 6</i> <i>9/2</i> <i>Rang 403</i> <i>Section 19</i></p>	1	ESEA Title I Evaluation Reports (7. y. 1967)	Sched. #0633, Item #2 ✓
	2	ESEA Title I Evaluation Reports (7. y. 1968)	(P. 0633)
	3	ESEA Title I Evaluation Reports (7. y. 1969)	
	4	ESEA Title I Evaluation Reports (7. y. 1970)	
	5	ESEA Title I Evaluation Reports (7. y. 1971)	
	6	ESEA Title I Evaluation Reports (7. y. 1972)	
	7	ESEA Title I Evaluation Reports (7. y. 1973)	
	8	ESEA Title I Evaluation Reports (7. y. 1974)	
	9	ESEA Title I Evaluation Reports (7. y. 1975)	
	10	ESEA Title I Evaluation Reports for (7. y. 1968 - 74) Migrant Programs	
	11	Consolidated Program Information Reports	

Boxes 8 and 9 Missing

(Use Plain Unlined Paper For Continuation Pages)

12

ESEA Title I Evaluation Reports (7. y. 1966, and Migrant Programs (1972)

RM-

2/24/75

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Dept. Education

Reporting Agency

Div. Instruction

Division or Bureau

77W44

PREPARE IN DUPLICATE

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No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1-3	Drug Education Programs	642	2	1970-73	3	7-83	Recycled

I hereby certify that the above listed records were disposed of as indicated.


 Signature


 Title


 Date

AND RECEIPT

Accession No.

Date Received

77W44

August 16, 1976

1. From: (Name, Division, Address or Agency)

James T. Keim
Division of Instruction
MSDE

Signature

Title

Record Management Technician

2. Building and Room

International Tower
Building - 3rd floor

3. Phone

796-8300 ext 376

4. To: State Records Center

Waterloo

5. Signature: (Agency Official)

James J. Keim

6. No. of Cu.Ft.

3

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

~~Range 13~~

~~Section 7~~

*Range 7
Section 7*

1

Drug Education Programs by County
1970-1973

2

Drug Education files 1970-73

3

Drug Education files 1970-73

642-2 ✓

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Reporting Agency

Div. Instruction

Division or Bureau

77W95

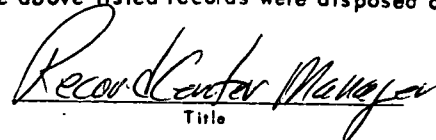
PREPARE IN DUPLICATE

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		Retention Sched. No.	Item No.				
1-7	School-Community Centers Program Projects Health & Sex Education Materials Evaluation & Questionnaire Materials on Sex Education Background Materials in Family Life and Sex Ed.	642	2	FY 71 -74	7	7-83	Recycled

I hereby certify that the above listed records were disposed of as indicated.


 Signature


 Title


 Date

10
RECORDS TRANSFERENTIAL

AND RECEIPT

Association No. **77W95** Date Received **November 9, 1976**

1. From: (Name, Division, Address or Agency)

Signature

EDUCATION, DIVISION OF INSTRUCTION

Title **Record Management Technician**

2. Building and Room
176, 4TH FLOOR

3. Phone
796-8300 EXT. 464

4. To: **State Records Center
WATERLOO**

5. Signature: (Agency Official)
Carol E. Gary

6. No. of Cu.Ft.

7. Records Location (Center)	8. Box Numbers	9. Description of Records with Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
Range 13 Section 18019 Top <i>Range 7</i> <i>Section 24</i>	#1	School-Community Centers Program Projects FY 71	5 years (1981) <i>642-2</i>
	#2	School-Community Centers Program Projects FY 72	5 years (1981)
	#3	School-Community Centers Program Projects FY 73 (and also May 1973 conference)	5 years (1981)
	#4	School-Community Centers Program Projects FY 74	5 years (1981)
	#5	Health & Sex Education Materials 1969-74	5 years (1981)
	#6	Evaluation and Questionnaire Materials on Sex Education	5 years (1981)
	#7	Background Materials in Family Life and Sex Ed.	5 years (1981)

(Use Plain Unlined Paper for Continuation Pages)

AND RECEIPT

Accession No.

Date Received

1. From: (Name, Division, Address or Agency)

Signature

EDUCATION, DIVISION OF INSTRUCTION

Title

2. Building and Room

3. Phone

4. To: State Records Center

ITB, 4th FLOOR

796-8300 Ext. 464

WATERLOO

5. Signature: (Agency Official)

6. No. of Cu.Ft.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

Contents of Box 5 & 6 & 7

=5

- Family Life and Human Development - 69-70
 - a. Standards & Procedures 69-70
 - b. Family Life/Human Development Programs in Talbot County - 1972
 - c. Folder-Parents who care
 - d. Folder-Smoking, Drugs, Alcohol, First Aide, & Venereal Disease surveys.
 - e. County Survey Returns
 - f. Focus Area Three: Human Sexual Behavior
 - g. Drug Abuse Guide-Balto. County Public Schools 1968
 - h. Sex Education Conference Information 1969
- Health Education
 - a. Sex Survey 72-73
 - b. Sex Survey 73-74
 - c. Philosophy Excerpts on Health Education
 - d. Health Evaluation Report 74
 - e. Correspondence 72-74
 - f. Health Curriculum Guide-Carroll County 1969
 - g. Sex Education Controversy Materials-D.E.T.
 - h. Health Curriculum Guide- 1969 Howard County
 - i. Health Curriculum Guide- 1969 Wicomico Co.
 - j. Smoking Research Manuals (3) Tucson, Ariz.

(Use Plain Unlined Paper For Continuation Pages)

ANL RECEIPT

1. From: (Name, Division, Address or Agency)

ACQUISITION No. _____ Date Received _____

Signature _____

Title _____

2. Building and Room _____

3. Phone _____

4. To: State Records Center

5. Signature: (Agency Official) _____

6. No. of Cu.Ft. _____

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
	#6	Health Education Curriculum - Montgomery Co. - 69 Health Education Curriculum - P. G. Co. - 70 Drug Survey - 69 - Montgomery Co. County Compliance w/Bi Law - 72-73 Policies & Procedures - Family Life/Human Dev=72 Audio/Visual Evaluation Material - 72 Baltimore County Sex Education Questionnaire & related information - 69-70	
	#7	Family Life & Sex Education Programs - 69 Background Material in Family Life and Human Dev. Status Reports on Family Life/Human Development 1973 Family Life & Sex Education Statements from Counties - 71 Visitations - Family Life/Human Dev. - 70 Pilot Programs - Family Life/Human Dev. - 70 Status Report of Family Life - 70 Family Life - Miscellaneous	

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Reporting Agency

Div. Instruction

80W121

Division or Bureau

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		Retention Sched. No.	Item No.				
1-3	ABE Special Projects Records ABE Proposals	637		1977-78	3	7-83	Recycled

I hereby certify that the above listed records were disposed of as indicated.


 Signature


 Title


 Date

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

80 W 12-1

4-23-80

1. From: (Name, Division, Address or Agency)

Judith A. Koloski, Div. of Instruction
200 W. Baltimore Street

Signature

Title

2. Building and Room
Md. St. Dept. of Ed.
5th Floor

3. Phone
659-2361

4. To: State Records Center

5. Signature: (Agency Official)

Judith A. Koloski

6. No. of Cu.Ft.

3 Cubic Feet

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

3

Box #1 -ABE Special Projects Records 1978
Box #2 -ABE Special Projects Records 1977
Box #3 -ABE Proposals 1977 & 1978

637
637
637

*R-4
S-19*

*Ranges
Section 35*

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Dept. Education

Reporting Agency

Div. Instruction

Division or Bureau

82W331

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1-11	Driver Education Student Records Cards P.G. Co., Frederick, Harford Howard Co. Various Misc.	643	11A	FY 1978	11	7-83	Recycled

I hereby certify that the above listed records were disposed of as indicated.


 Signature


 Title


 Date

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

820331

Date Received

2-9-82

1. From: (Name, Division, Address or Agency)

Owen Crabb, Division of Instruction
200 West Baltimore Street
Baltimore, Maryland 21201

Signature

Owen Crabb

Title

STAFF SpL

2. Building and Room

MSDE, Education
Building, 5th Floor

3. Phone

659-2311

4. To: State Records Center

5. Signature: (Agency Official)

J.P. McC...

6. No. of Cu.Ft.

11

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

Jessup

Fiscal Year 1978 Driver Education Student Record Cards

5 years 643-11A

01

FY'78 - Prince George's County (1 of 2)

5 years

02

FY'78 - Prince George's County (2 of 2)

5 years

03

FY'78 - Frederick, Harford, Howard Counties

5 years

04

FY'78 - Queen Anne's, St. Mary's, Somerset

5 years

05

FY'78 - Allegany, Calvert, Caroline, Cecil, Charles Counties

5 years

06

FY'78 - Montgomery County (1 of 2)

5 years

07

FY'78 - Montgomery County (2 of 2)

5 years

08

FY'78 - Anne Arundel, Carroll Counties

5 years

09

FY'78 - Dorchester, Garrett, Kent, Talbot Washington Counties

5 years

10

FY'78 - Baltimore City

5 years

11

FY'78 - Baltimore County

5 years

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Dept. Education

Reporting Agency

Div. of Instruction

82W330

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1-11	Driver Education Student Records Cards (Counties)	642	2	fy 1979	11	8-83	Recycled

I hereby certify that the above listed records were disposed of as indicated.

Paul C. Lamberson / per
Signature

Records Center Manager
Title

8/12/83
Date

✓ ORIGINAL

Complete All State Records Center

82 W 330

2-9-82

1. Fiscal Agency, Division, Address or Agency
 State Dept. of Education
 1000 Bankers Building
 Baltimore, Maryland 21201

Signature: [Signature]
 Title: State SPC

2. Building and Room
 State Dept. of Education
 Building 5th Floor

3. Phone
 659-2311

4. To: State Records Center

5. Signature (Agency Official)
 [Signature]

6. No. of Cu.Ft.
 11

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
Jessup R-115 S-26-27		Fiscal Year 1979 Driver Education Student Record Cards FY'79 Allegany, Calvert, Caroline and Charles County FY'79 Queen Anne's, Garrett, Somerset, Wicomico, Worcester FY'75 Prince George's (1 of 2) FY'75 Baltimore City FY' Prince George's (2 of 2) FY Baltimore County FY Anne Arundel, Carroll FY'79 Frederick, Harford and Howard FY'79 Dorchester, Garrett, Kent, Talbot Washington FY'79 Montgomery County (1 of 2) FY'79 Montgomery County (2 of 2)	643 II A 642 2 July 84 5 years 5 years 5 years 5 years 5 years 5 years 5 years 5 years 5 years 5 years

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