

STATE RECORDS COMMISSION

FORM-1

APPLICATION NO. 66-44
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APPLICATION FOR AUTHORITY TO DISPOSE OF STATE RECORDS

CHILDREN AND FAMILY SERVICES

DIVISION

Planning, Research & Statistics

SUBDIVISION

Institutions, District, Regional and General Office

DEAD

RECOMMENDATION:

Approved
Paul H. Powell 10/15/66
ARCHIVIST DATE

I HEREBY CERTIFY THAT THE RECORDS DESCRIBED IN THIS APPLICATION ARE NOT NEEDED IN THE TRANSACTION OF CURRENT BUSINESS AND ARE NOT OF SUFFICIENT ADMINISTRATIVE, LEGAL, OR FISCAL VALUE TO WARRANT FURTHER PRESERVATION.

STATE RECORDS COMMISSION APPROVAL:

Walter Glassbury
CHAIRMAN
Clyde C. Walton
SECRETARY

Cyril H. Winking
HEAD OF AGENCY

10/6/66
DATE

October 11, 1966

DATE

SUBMIT ORIGINAL AND TWO COPIES TO STATE RECORDS COMMISSION WITH SAMPLES OF EACH ITEM LISTED.

DESCRIPTION OF ITEMS OR RECORD SERIES

ITEM NO.

GIVE TITLE, EARLIEST DATE, FILE ARRANGEMENT, VOLUME, ANNUAL ACCUMULATION, FORM NUMBERS, LEGAL REQUIREMENTS AFFECTING RETENTION, AND RECOMMENDED RETENTION PERIOD. IF MICROFILMED, THE HEAD OF THE AGENCY SHALL ATTACH A STATEMENT CERTIFYING THAT MICROFILM COPIES, MADE IN ACCORDANCE WITH THE STANDARDS OF THE STATE RECORDS COMMISSION, WILL BE ADEQUATE SUBSTITUTES FOR THE ORIGINAL RECORDS.

ACTION TAKEN

Child Case Records - *Dead (Terminal date - one time authority)*

Dates: 1930 - 1964
Volume: 120 cubic feet
Arranged: Alphabetically and numerically

These records contain a compilation of copies of documents and reports including correspondence. These records relate to all types of services for children from all sections of the State. They represent an accumulation sent to Illinois Soldiers' and Sailors' Children's School for storage by Divisions and Institutions now administered by this Department. The records are all similar in content and have been purged over a period of time of legal documents. Storage history shows a limited reference service necessary for later years. An inventory index of each record has been retained for file in the General Office.

These do not include the case records of children who have been residents of the Illinois Soldiers' and Sailors' Children's School.

Recommendation: Destroy record accumulation through 1950 immediately. Transfer to State Records Center and destroy successive yearly accumulation each year thereafter.

Disposition Approved