

June 15, 1965

Mr. Douglass Cater
Special Assistant to the President
The White House

Dear Mr. Cater:

It occurred to me after our meeting today that it might be helpful to give you some statistical information which indicates the opportunity that exists to remake the Office of Education from the personnel standpoint.

1. Number of supergrades

We have identified a need for additional supergrade positions (over the twenty-three they now have) in a range from fifteen to twenty. The final number will depend on how the division chief positions are evaluated individually.

2. Key executive positions

Of the key positions in the bureaus and staff offices, the following will be available for recruiting entirely new personnel:

- a. Out of eight Bureau Director and Deputy Bureau Director positions, six will be open for recruitment and only one of these six is likely to be filled from within OE, on a permanent basis.
- b. At the head and deputy head of staff office level, a total of nine positions are open for bringing in new blood at higher levels.

3. Overall personnel increase

The total authorized strength for fiscal year 1965 is approximately 2,000 positions of which about 1,600 are filled. The President's budget for fiscal year 1966 (including the number proposed in connection with

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the pending appropriation for P.L. 89-10) provides for over 2,400. This means the Office will be recruiting to fill over 800 vacant positions, a 50 percent increase in staff.

Sincerely yours,

Dwight A. Ink, Chairman
White House Task Force on Education

cc: Mr. Ink
Mr. Jasper
Mr. Schulkind
Mr. Oganovic

GSchulkind: lmm
6/15/65