

October 10, 1941.

Mr. Raymond Nichols,
Chancellor's Office.

Dear Mr. Nichols:

This will acknowledge receipt of your letter of the 8th instant advising me of the transfer of funds from our assistance balance to irregular payroll fund for the Department of Physical Education.

Mr. Carl Jessup, whom we appointed for the year at a salary of \$200.00 has resigned his appointment in order to take over the classes at Lawrence Junior High School. However, he will continue to handle one tennis class three hours a week, for which we will pay him 50¢ an hour on the irregular payroll. Will you kindly have the balance remaining in his \$200.00 transferred to the irregular payroll fund?

We are using Clifford Nordstrum to teach the classes Mr. Jessup has been handling, but we shall pay him on the irregular payroll.

This change is necessitated by the leave of absence granted to Mr. Maurice Cannady, of the Lawrence Junior High School Staff, who is called by the draft.

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,
Varsity Basketball and Baseball Coach.