

*I - Law
Burks.*

November 22
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Miss Ruth Burks
Secretary, Shreveport Branch
1015 Texas Avenue
Shreveport, Louisiana

Dear Miss Burks:

I have just returned to the office where I find your letter of November 2nd and Mr. White's reply. The method of handling teachers' salary cases has been worked out as follows:

- 1) A joint committee consisting of half teachers and half members of our local branch is organized for the purpose of handling the case and raising funds.
- 2) This committee has full charge of the case. The names of the teachers are never used in any publicity but we restrict the use of names of the committee to the members of our branches.
- 3) A defense fund is raised for the purpose of paying expenses of the case, my traveling expenses, and incidental expenses. In addition to this, there must be enough money raised to guarantee the teacher or teachers a year's salary in case they are discharged as a result of being a test plaintiff in the case.
- 4) This fund is placed in the hands of a bonded treasurer appointed by the local committee. The legal procedures are under the supervision of this office and it is always necessary to have a local lawyer in the State where the particular case is filed. In Maryland, a defense fund of close to Five Thousand Dollars has been raised; in Virginia, a fund of more than Five Thousand Dollars has been raised; this gives you an idea of the funds that can be raised for this type of case. The services of our legal staff is donated free by the National Office, but all other expenses must be borne by the local joint committee.

Miss Ruth Burks

November 21, 1939

If there is anything not quite clear in this explanation of our work please write me again. Our legal procedure has been carefully worked out and we believe that it will stand up. In one Louisiana parish salaries were equalized as a result of briefs filed with the local board of education. If you want to try this in your parish and send me the full particulars we will be more than happy to prepare a brief which can be presented. We do not, however, care to do this unless we know that the people of Shreveport would be willing to follow this with a case if the board of education should not equalize salaries.

Sincerely yours,

Thurgood Marshall
Special Counsel

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