

Retention and Classification Report

Agency: Board of Education. Division of Special Educational Services
(1111)

, UT

Records Officer

01835 *Administrative records
10655 Adult Education Section annual reports
10654 Annual reports
10685 Design for preparedness report
10681 Drop-out statistics report
27559 *Publications
01877 *Service directories

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 1835

3

TITLE: Administrative records

DATES: 1960-1969.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10655

3

TITLE: Adult Education Section annual reports

DATES: 1967-

ARRANGEMENT: Chronological

DESCRIPTION:

Any record, regardless of format, that is issued by a governmental entity for public distribution at the total or partial expense of that governmental entity. See Utah Code Section 9-7-101 8(a)(b) (2010) and 9-7-208 (2006)

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/1990.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 25.

Disposition based on value of annual reports in documenting agency achievements, policies, programs and functions with respect to adult education.

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10655

TITLE: Adult Education Section annual reports

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10654

3

TITLE: Annual reports

DATES: 1966-

ARRANGEMENT: Chronological

DESCRIPTION:

Any record, regardless of format, that is issued by a governmental entity for public distribution at the total or partial expense of that governmental entity. See Utah Code Section 9-7-101 8(a)(b) (2010) and 9-7-208 (2006)

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/1990.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 25.

PRIMARY CLASSIFICATION:

Public

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10685

3

TITLE: Design for preparedness report

DATES: 1970-

ARRANGEMENT: Chronological

DESCRIPTION:

Holdings: 4/1970, 7/1973

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10681

3

TITLE: Drop-out statistics report

DATES: 1963-

ARRANGEMENT: chronological

DESCRIPTION:

Holdings: 1963, 1966-67, 1969

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 27559

3

TITLE: Publications

DATES: 1961, 1964-1971; 1975.

ARRANGEMENT:

DESCRIPTION:

Any record, regardless of format, that is issued by a governmental entity for public distribution at the total or partial expense of that governmental entity. See Utah Code Section 9-7-101 8(a)(b) (2010) and 9-7-208 (2006)

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/1990.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Administrative Historical This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 25.

Disposition based on value of these publications documenting studies of special education in Utah.

PRIMARY CLASSIFICATION:

Public

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 1877

3

TITLE: Service directories

DATES: 1964-1968.

ARRANGEMENT: Chronological

DESCRIPTION:

This series contains directories for public agencies, institutions, private agencies, and day care centers for Special Education.

RETENTION:

Retain archives custody

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical

Directories help document the history of entities that support special education.

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 1877

TITLE: Service directories

(continued)

PRIMARY CLASSIFICATION:

Public