

# Retention and Classification Report

**Agency:** Cache County (Utah). Mount Sterling School District (3006)

, UT

**Records Officer:**

22859 \*Trustee account book

**AGENCY:** Cache County (Utah). Mount Sterling School District

**SERIES:** 22859

3

**TITLE:** Trustee account book

**DATES:** 1902-1908.

**ARRANGEMENT:** Chronological

**TOTAL VOLUME:** 0.10 cubic feet.

**DESCRIPTION:**

These two account books document the district's receipts and disbursements. It is maintained by the district's treasurer. The books include date, district fund, warrant number, amount for each warrant, totals, name of person receiving payment, and payment's purpose. The receipts are only noted at the beginning of each year's disbursements.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series were specifically approved by the State Records Committee.

**APPROVED:** 07/2001

**FORMAT MANAGEMENT:**

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Archives permanently.

**APPRAISAL:**

These records have historical value(s).

This disposition is based solely on the book's secondary research value. The books are the only records of the Mt. Sterling School District. They record the existence of a school district in the settlement of Mt. Sterling.

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(continued)

**PRIMARY DESIGNATION:**

Public