

Retention and Classification Report

Agency: Cache County (Utah). Riverside School District (3011)

, UT

Records Officer:

22873 *Receipts and disbursement book
22874 *Trustee account book

AGENCY: Cache County (Utah). Riverside School District

SERIES: 22873

3

TITLE: Receipts and disbursement book

DATES: 1895-1908.

ARRANGEMENT: Chronological.

TOTAL VOLUME: 0.10 cubic feet.

DESCRIPTION:

This account book documents the district's receipts and disbursements. The book includes date, district fund, warrant number, amount for each warrant, totals, name of person receiving payment, and payment's purpose. It also includes tallies for school elections.

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/2001.

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 Agency Record Center permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Archives permanently.

AGENCY: Cache County (Utah). Riverside School District

SERIES: 22873

TITLE: Receipts and disbursement book

(continued)

APPRAISAL:

Historical

This disposition is based solely on the record's secondary research value. This book is important in providing a view of schools in Cache County and critical in documenting the existence of the Riverside School District before consolidation in 1908.

PRIMARY CLASSIFICATION:

Public

AGENCY: Cache County (Utah). Riverside School District

SERIES: 22874

3

TITLE: Trustee account book

DATES: 1901-1908.

ARRANGEMENT: Chronological

TOTAL VOLUME: 0.10 cubic feet.

DESCRIPTION:

This account book documents the district's receipts and disbursements. The book includes date, district fund, warrant number, amount for each warrant, totals, name of person receiving payment, and payment's purpose.

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/2001.

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 Agency Record Center 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:

Historical

This disposition is based solely on the record's secondary research value. This book is important in providing a view of schools in Cache County and critical in documenting the existence

AGENCY: Cache County (Utah). Riverside School District

SERIES: 22874

TITLE: Trustee account book

(continued)

of the Riverside School District before consolidation in 1908.

PRIMARY CLASSIFICATION:

Public