

# Retention and Classification Report

**Agency:** Board of Education. Division of Research and Development (359)  
250 E. 500 So.  
Salt Lake City, UT 84111  
801-399-9631

## Records Officer

17692 Navajo archives  
01874 \*Promising education practices pamphlets  
27561 \*Publications  
01870 \*Western States Small Schools Association records

**AGENCY:** Board of Education. Office of Research and Development

**SERIES:** 17692

3

**TITLE:** Navajo archives

**DATES:** 1727-1975

**ARRANGEMENT:** chronological

**DESCRIPTION:**

An artificial research collection with information on the Navajo from many sources. Includes maps and documentation on legal issues, livestock, social and cultural aspects, white relations etc.

**RETENTION:**

Retain permanent

**DISPOSITION:**

Retain in agency custody.

**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 Office permanently after being microfilmed.

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

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

Microfilm duplicate: Retain in Office permanently.

**AGENCY:** Board of Education. Office of Research and Development

**SERIES:** 17692

**TITLE:** Navajo archives

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Board of Education. Office of Research and Development

**SERIES:** 1874

3

**TITLE:** Promising education practices pamphlets

**DATES:** 1971.

**ARRANGEMENT:** Alphabetical by title

**DESCRIPTION:**

Holdings: "Improving Schools Through Shared Services,"  
"Innovations in Music"

**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:**

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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:**

Administrative

Disposition based on value of pamphlets and records in documenting recommendations for innovative practices in teaching and in applying for grants.

**AGENCY:** Board of Education. Office of Research and Development

**SERIES:** 1874

**TITLE:** Promising education practices pamphlets

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Board of Education. Office of Research and Development

**SERIES:** 27561

3

**TITLE:** Publications

**DATES:** 1940-1978.

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

Disposition based on value of this publications in documenting agency achievements, policies, programs and functions.

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Board of Education. Office of Research and Development

**SERIES:** 1870

3

**TITLE:** Western States Small Schools Association records

**DATES:** 1966-1969.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

These are pamphlets, leaflets, studies, proposals and similar material printed by or for the school district or any of its departments, programs or schools, and made available to the public, or the last manuscript report if not published.

**RETENTION:**

Retain Permanent. In Archives custody.

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**STATE RECORDS COMMITTEE STATUS:**

This retention was approved by the State Records Committee on 12/01/1996.

**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.

**AGENCY:** Board of Education. Office of Research and Development

**SERIES:** 1870

**TITLE:** Western States Small Schools Association records

(continued)

**APPRAISAL:**

Administrative This disposition is based on Utah School Districts General Retention Schedule, Schedule 1, Item 24.

Disposition based on value of records in documenting recommendations, achievements and functions of the Association in their efforts to improve education in small schools.

**PRIMARY CLASSIFICATION:**

Public