

## 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
85328	*Research and Development newsletter
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 AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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.

**APPRAISAL:**

These records have historical value(s).

This index has research value.

**PRIMARY DESIGNATION:**

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 AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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:**

These records have administrative value(s).

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

**PRIMARY DESIGNATION:**

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)

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

**AUTHORIZED:** 10-30-2018

**FORMAT MANAGEMENT:**

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

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

**APPRAISAL:**

These records have administrative value(s).

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

**PRIMARY DESIGNATION:**

Public

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

**SERIES:** 85328

3

**TITLE:** Research and Development newsletter

**DATES:** 1973-1991.

**ARRANGEMENT:** Chronological.

**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:**

Permanent. Retain until administrative need ends

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

**AUTHORIZED:** 10-30-2018

**FORMAT MANAGEMENT:**

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

**APPRAISAL:**

These records have historical value(s).

Newsletters document agency history and functions. Newsletters have ongoing research value.

**PRIMARY DESIGNATION:**

Public

**REVIEW AND UPDATE STATUS:**

This report was reviewed and updated on 10/2017.

**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 AND DISPOSITION AUTHORIZATION:**

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**AUTHORIZED:** 10-30-2018

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

**APPRAISAL:**

These records have administrative value(s).

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 DESIGNATION:**

Public