

Retention and Classification Report

Agency: High School Inspector (515)

Occupational and Professional licensing
160 E. 300 S
Salt lake City, UT 84111
801-530-6628

Records Officer: _____

00424	*Annual reports
01841	*Correspondence

AGENCY: High School Inspector

SERIES: 424

3

TITLE: Annual reports

DATES: 1923.

ARRANGEMENT: None.

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:

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

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as documentation of the primary function and activities of the State High School Inspector.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 02/2020.

AGENCY: High School Inspector

SERIES: 1841

3

TITLE: Correspondence

DATES: 1911-1930.

ARRANGEMENT: Chronological by year, thereunder alphabetical by name of correspondent or institution.

DESCRIPTION:

Business-related correspondence which provide unique information about agency functions, policies, procedures, or programs. These records document material discussions and decisions made regarding all agency interests, and may originate on paper, electronic mail, or other media. This correspondence is filed separately from program case files, and project files.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

These records have historical value(s).

This series has historical value as primary documentation of the function and operation of the State High School Inspector.

PRIMARY DESIGNATION:

Public