

## Retention and Classification Report

**Agency:** North Summit School District (Utah) (706)

65 South Main  
Coalville, UT 84017  
435-336-5654

**Records Officer:** \_\_\_\_\_

29472      School board minutes

**AGENCY:** North Summit School District (Utah)

**SERIES:** 29472

3

**TITLE:** School board minutes

**DATES:** 2015-

**ARRANGEMENT:** none

**DESCRIPTION:**

Approved minutes of an open meeting are the official record of the meeting of a public body. Contained in or with the minutes shall be the substance of all matters proposed, discussed or decided and votes taken (Utah Code 52-4-203(2014)). This includes the agenda, notices, and any public materials distributed at the meeting.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

**AUTHORIZED:** 10-28-2020

**FORMAT MANAGEMENT:**

**APPRAISAL:**

These records have administrative, fiscal, historical, and/or legal value(s).