

Retention and Classification Report

Agency: Board of Education. Division of Special Educational Services (1111)

, UT

Records Officer: _____

01835	*Administrative records
10655	*Adult Education Section annual reports
10654	*Annual reports
10685	*Design for preparedness report
10681	*Drop-out statistics report
27559	*Publications
01877	*Service directories

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 1835

3

TITLE: Administrative records

DATES: 1960-1969.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10655

3

TITLE: Adult Education Section annual reports

DATES: 1967-2015.

ARRANGEMENT: Chronological

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:

These records are in Archives' permanent custody.

AUTHORIZED: 10-30-2018

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 historical value(s).

Disposition based on value of annual reports in documenting agency achievements, policies, programs and functions with respect to adult education.

PRIMARY DESIGNATION:

Public

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10654

3

TITLE: Annual reports

DATES: 1966-2015.

ARRANGEMENT: Chronological.

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:

Permanent. Retain for 1 year(s)

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.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 05/2017.

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10685

3

TITLE: Design for preparedness report

DATES: 1970-2015.

ARRANGEMENT: Chronological

DESCRIPTION:

Holdings: 4/1970, 7/1973

RETENTION:

Permanent. Retain for 1 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 10681

3

TITLE: Drop-out statistics report

DATES: 1963-2015.

ARRANGEMENT: chronological

DESCRIPTION:

Holdings: 1963, 1966-67, 1969

RETENTION:

Permanent. Retain for 1 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 27559

3

TITLE: Publications

DATES: 1961, 1964-1971; 1975.

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, and/or historical value(s).
Disposition based on value of these publications documenting studies of special education in Utah.

PRIMARY DESIGNATION:

Public

AGENCY: Board of Education. Division of Special Educational Services

SERIES: 1877

3

TITLE: Service directories

DATES: 1964-1968.

ARRANGEMENT: Chronological

DESCRIPTION:

This series contains directories for public agencies, institutions, private agencies, and day care centers for Special Education.

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 historical value(s).

Directories help document the history of entities that support special education.

PRIMARY DESIGNATION:

Public