

## Retention and Classification Report

**Agency:** Salt Lake City School District (Utah). Rosslyn Heights Elementary School (3224)

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

25178	*Scrapbooks
25179	*Student photograph albums

**AGENCY:** Salt Lake City School District (Utah). Rosslyn Heights Elementary School

**SERIES:** 25178

1

**TITLE:** Scrapbooks

**DATES:** 1950-1952.

**ARRANGEMENT:** Chronological.

**TOTAL VOLUME:** 0.30 cubic feet.

**DESCRIPTION:**

These four scrapbooks document the activities of the school and its students. They were compiled by the student newspaper editors for the Deseret News and Salt Lake Tribune. They include photographs and news clippings from the Salt Lake Tribune and Deseret News.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is proposed and has not yet been approved.

**FORMAT MANAGEMENT:**

Paper: Retain in Office until school closes and then transfer to State Archives.

**APPRAISAL:**

These records have historical value(s).

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Salt Lake City School District (Utah). Rosslyn Heights Elementary School

**SERIES:** 25179

1

**TITLE:** Student photograph albums

**DATES:** 1969-2003.

**ARRANGEMENT:** Chronological, thereunder numerical by grade

**DESCRIPTION:**

These are albums containing photographs taken annually of the school's students, teachers, and school activities. They document the school's student body.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is proposed and has not yet been approved.

**FORMAT MANAGEMENT:**

Phonograph records: Retain in Office until school closure and then transfer to State Archives with authority to weed.

**APPRAISAL:**

These records have historical value(s).

**PRIMARY DESIGNATION:**

Public