

# Retention and Classification Report

**Agency:** Board of Education. Office of Education. Charter Schools (3264)

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

26648	Annual reports
27384	Publications

**AGENCY:** Board of Education. Office of Education. Charter Schools

**SERIES:** 26648

3

**TITLE:** Annual reports

**DATES:** 2005-

**ARRANGEMENT:** Chronological by year issued.

**DESCRIPTION:**

This series is the Annual Report produced by the Utah State Office of Education Charter School Office. Additionally, it has been compiled and edited by the Utah Association of Public Charter Schools. It consists of a map showing charter school locations, number of charter schools in each school district, and individual reports from both current and newly opening charter schools.

**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).

Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

**AGENCY:** Board of Education. Office of Education. Charter Schools

**SERIES:** 26648

**TITLE:** Annual reports

(continued)

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Board of Education. Office of Education. Charter Schools

**SERIES:** 27384

3

**TITLE:** Publications

**DATES:** 2008-

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

Documents created by the Charter School Section, including pamphlets, reports, leaflets, file manuals, annual reports, other published or processed documents, and the last manuscript report, if not published, relating to management projects.

**RETENTION:**

Permanent. Retain until administrative need ends

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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**AUTHORIZED:** 10-30-2018

**FORMAT MANAGEMENT:**

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

**APPRAISAL:**

These records have administrative, and/or historical value(s). Publications provide insight into an agency's activities.

**PRIMARY DESIGNATION:**

Public