Retention and Classification Report

Agency: Itineris Early College High School (Utah) (3435)

8714 Roy Del Circle
West Jordan, UT 84088
385-800-2140

Records Officer: _____

29714 Yearbooks

AGENCY: Itineris Early College High School (Utah)

SERIES: 29714 3
TITLE: Yearbooks
DATES: 2004-
ARRANGEMENT: Chronological by school year.
DESCRIPTION:

These yearbooks document school activities. They are compiled by a yearbook staff with the assistance of a teacher advisor. The yearbooks contain names and photographs of the faculty, staff, and individual students by grade, school clubs, sports, cultural events, and academic and social activities.

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 School histories, GRS-1551.

AUTHORIZED: 12-17-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have historical value(s).

The books in this series have permanent historical value as documentation of students, faculty, and school activities for a charter school.

AGENCY: Itineris Early College High School (Utah)

SERIES: 29714
TITLE: Yearbooks

(continued)

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 10/2018.