

# Retention and Classification Report

**Agency:** Board of Education

250 East 500 South  
P.O. Box 144200  
Salt Lake City, UT 84114-4200  
801-538-7510

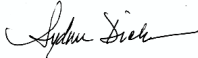
**Records Officer:** Benjamin Rasmussen

30473      Special Education state complaint decisions

Retention Schedule(s) for the record series listed above have been examined and approved for submission to the State Records Management Committee.

Sydnee Dickson

Chief Administrative Officer (print)



Signature

State Superintendent of Public Instruction

Title

March 9, 2023

Date

## Utah State Archives

**AGENCY:** Board of Education

**SERIES:** 30473

**TITLE:** Special Education state complaint decisions

**DATES:** 2023-

**ARRANGEMENT:** Chronological by date.

**DESCRIPTION:**

This is a record of a decision made following a Special Education State Complaint Investigation under authority of the Utah State Board of Education. Special Education State Complaints contain allegations that a local education agency or other public agency in the State that provides special education and related services to students with disabilities has violated a requirement of federal and/or State special education laws. Once the complaint has been filed, an investigator has 60 calendar days to investigate and generate a report which will form the basis for the decision and any corrective actions that may result. The record may contain a summary of facts and whether there were any violations of federal and/or State special education laws, supporting evidence, conclusions, reasons for the decision, and the final decision.

**RETENTION:**

Retain for 6 year(s) after case is closed

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 6 years after case is closed and then destroy.

Computer data files: Retain in Office for 6 years after case is closed and then delete.

**APPRAISAL:**

These records have administrative value(s).

## Utah State Archives

**AGENCY:** Board of Education

**SERIES:** 30473

**TITLE:** Special Education state complaint decisions

(continued)

**PRIMARY DESIGNATION:**

Protected

Utah Code 63G-2-305(18)(2022)