

DEPARTMENT OF PUBLIC EDUCATION
DEPARTMENT OF PUBLIC INSTRUCTION
ASSOCIATE STATE SUPERINTENDENT (REGIONAL CENTERS,
SCHOOL PLANNING, AND SPECIAL PROJECTS)
DIVISION OF COMMUNITY SCHOOLS AND SPECIAL PROJECTS

Records Retention and Disposition Schedule

The Records Retention and Disposition Schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina it is agreed that the records of the

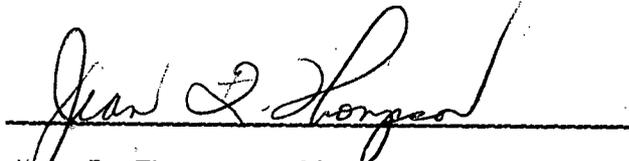
DIVISION OF COMMUNITY SCHOOLS AND SPECIAL PROJECTS

do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N. C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule and the

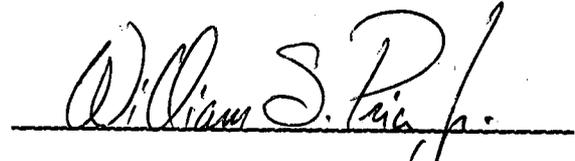
DIVISION OF COMMUNITY SCHOOLS AND SPECIAL PROJECTS

agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect for five years from the date of approval and will then be reviewed and updated.

APPROVAL RECOMMENDED



Jean F. Thompson, Director
Division of Community Schools and
Special Projects



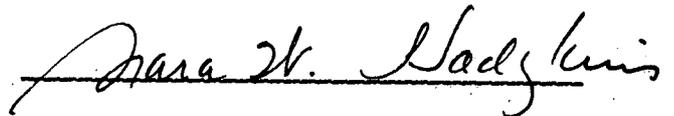
William S. Price, Jr., Director
Division of Archives and History

APPROVED

bb



A. Craig Phillips, Superintendent
Department of Public Instruction



Sara W. Hodgkins, Secretary
Department of Cultural Resources

July 31, 1984

DEPARTMENT OF CULTURAL RESOURCES
DIVISION OF ARCHIVES AND HISTORY
ARCHIVES AND RECORDS SECTION
GOVERNMENT RECORDS BRANCH

Memorandum

DATE: October 10, 2000

FROM: Laura L. B. Hensey *LBH*
Records Services Branch

RE: Department of Public Instruction schedules

This records retention and disposition schedule was reprinted to provide a SCHEDULES printout that includes item numbers. This secondary printout is a convenience copy only and may be discarded when the schedule is updated or discontinued.

The SCHEDULES printout may not match exactly the original schedule which follows it. Many of the missing items were moved to schedules dated between 1990 and 1997. Others were removed during the item inventory which brought the schedules into compliance with the *General Schedule for State Agency Records* in October, 2000.

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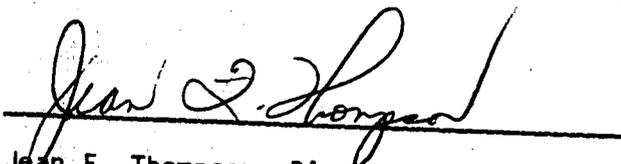
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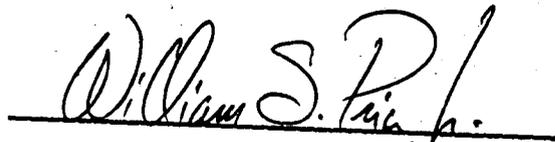
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Jean F. Thompson, Director
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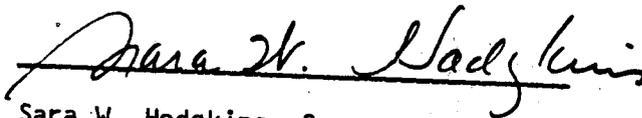


William S. Price, Jr., Director
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A. Craig Phillips, Superintendent
Department of Public Instruction



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Department of Cultural Resources

July 31, 1984

This schedule was modified to
comply with the provisions of the
General Schedule for State Agency Records,
effective October 1, 2000
Remaining items retain the
original date shown below.

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ITEM 1243. DIRECTOR'S CORRESPONDENCE FILE.

Divisional correspondence with agency and state government officials, institutions of higher learning, and various committees and organizations. File concerns divisional efforts to coordinate the use of existing school facilities for special education programs and training within the community.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 2 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.