

OFFICE OF THE GOVERNOR
GOVERNMENTAL AFFAIRS
EDUCATION OFFICE

Program Records Retention and Disposition Schedule

The Program 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

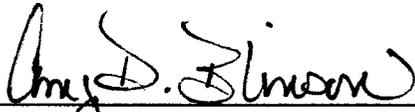
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do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. **Public records including electronic records not listed in this schedule or in the *General Schedule for State Agency Records* are not authorized to be destroyed.** The

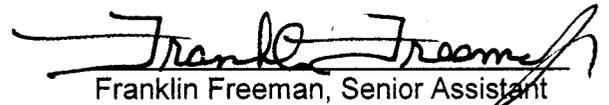
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agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect until superseded.

APPROVAL RECOMMENDED



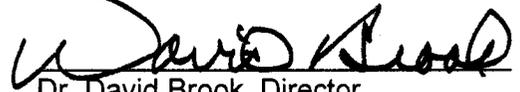
Amy Blinson, Chief Records Officer
Office of the Governor



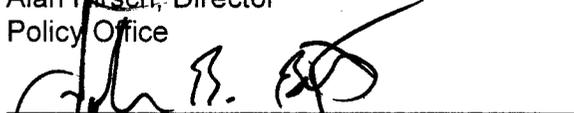
Franklin Freeman, Senior Assistant
Governmental Affairs



Alan Hirsch, Director
Policy Office



Dr. David Brook, Director
Division of Historical Resources



John B. Buxton, Education Advisor
Education Office

APPROVED



Michael F. Easley
Governor



Lisbeth C. Evans, Secretary
Department of Cultural Resources

8/29/2006

CSB

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Item 35000. Governor's Education Program File. Records concerning the Governor's Education Program. File includes reports describing the Governor's education initiatives, accomplishments, progress reports, and correspondence regarding educational matters in North Carolina, including: Gates Foundation grant, Character Education Advisory Committee, Education First Task Force, More at Four Task Force, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center when reference value ends, but no later than the end of the Governor's administration, for immediate transfer to the custody of the Archives.

Item 45669. Education Cabinet File. Records concerning the development of the "First in America" goals. File includes correspondence, meeting notes, reports, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center when reference value ends, but no later than the end of the Governor's administration, for immediate transfer to the custody of the Archives.

Item 45670. Entrepreneurial Schools Program File. Records concerning the development and implementation of the Entrepreneurial Schools Program. File includes applications for awards, event programs, sponsorship requests, correspondence, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center when reference value ends, but no later than the end of the Governor's administration, for immediate transfer to the custody of the Archives.

Item 45672. Governor's Teacher Advisory Committee. Records concerning the committee of teachers selected as education advisors. File includes correspondence, notes of town meetings, reports, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center when reference value ends, but no later than the end of the Governor's administration, for immediate transfer to the custody of the Archives.

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Item 45674. National Committee for Teaching And America's Future File. Records concerning the state's participation in the committee. File includes correspondence, meeting notes, reports, and other related records.

DISPOSITION INSTRUCTIONS: Item discontinued. Transfer to the State Records Center immediately for immediate transfer to the custody of the Archives.

Item 46119. Character Education Advisory Committee File. Records concerning character education initiatives. File includes correspondence, recommendations, meeting notes, drafts, and other related records.

DISPOSITION INSTRUCTIONS: Item discontinued. Function and Records transferred to Office of the Governor, Education Office, Governors Education Program File (Item 35000).

Item 46120. Education First Task Force File. Records concerning the Education First Task Force. File Includes correspondence, meeting notes, reports and other related records.

DISPOSITION INSTRUCTIONS: Item discontinued. Function and Records transferred to Office of the Governor, Education Office, Governors Education Program File (Item 35000).

Item 46121. More at Four Task Force File. Records in paper and electronic formats concerning the planning and implementation of the More at Four program. File includes correspondence, meeting notes, reports and other related records.

DISPOSITION INSTRUCTIONS: Item discontinued. Function and Records transferred to Office of the Governor, Education Office, Governors Education Program File (Item 35000).