

Minnesota Historical Society
Division of Archives and Manuscripts
1500 Mississippi Street
St. Paul, MN 55101
612-296-6980 1-800-652-9747

NOTIFICATION OF ADOPTION
OF
SCHOOL DISTRICT GENERAL RETENTION SCHEDULE

1. Complete this form and send the original and 2 copies to the Government Records Archivist at the above address.
2. Destruction of records according to the general schedule is NOT permitted until this form is signed by the Minnesota Historical Society.

Weninger Co.

School District Minnetonka Independent School District #276	Telephone (include area code) (612)474-5401
Street Address 261 School Avenue	City, Zip Code Excelsior 55331

This is to notify the Minnesota Historical Society that the school district named above has officially adopted the Minnesota School District General Records Retention Schedule (November, 1985). School districts are advised to adopt the entire schedule. If this is not possible, individual sections may be adopted. ("X" the appropriate items.)

The School District Adopts the Entire Schedule.

The School District Adopts Only the Following Sections:

- Administration
- Finance
- Governance

- Instructional Programs
- Payroll
- Personnel

- Students
- Support Services

Name/Title of School District Official (print) Assistant Superintendent of Instructional Services	Signature of School District Official <i>Barbara S. Devlin</i>	Date 10/26/87
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The Minnesota Historical Society acknowledges your Notification of Adoption of the School District General Retention Schedule. You are authorized to retain and dispose of records as indicated on the Schedule.

Director or Designee, Minnesota Historical Society Date
Anne P. Swanson 28 October 1987