## **SCHOOL RECORDS RETENTION**

The West Central School District will use and abide by the South Dakota Bureau of Administration Records Retention and Destruction Schedule as outlined in the document for local school districts. A copy of the document is on file in the Business Office and may be accessed through the State of South Dakota Web site.

<u>Policy</u>

Adopted: 6/26/2017 Reviewed: 7/12/2021