



# RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street

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Spring Green, Wisconsin 53588

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Phone: 608-588-2551

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(NEW)\_\_\_\_\_

## Records Retention Policy

As listed on the district website (<https://www.rvschools.org/district/recordsretentionschedules.cfm>), here are the records retention schedules adopted by and in use by the River Valley School District:

- Records Retention Schedule for “Wisconsin Public School District and Related Records”
- Records Retention Schedules for 10 Categories OTHER THAN “Wisconsin Public School District and Related Records”
  - Administrative Records
  - Budget Records
  - Facilities Records
  - Fiscal and Accounting Records
  - Fleet and Aircraft Management Records
  - Human Resources Records
  - Information Technology Records
  - Payroll and Benefits Records
  - Purchasing and Procurement Records
  - Risk Management Records