

Galion City Schools Board of Education

Galion Middle School Computer Lab
Thursday, February 18, 2016
6:15pm

Public Record Commission Hearing

Present: Mr. Dennis Long, Board of Education President; Mrs. Jennifer Kuns, Board of Education Member; Mrs. Charlene Parkinson, Treasurer; Mr. Paul Wheeler, Director of Curriculum, Instruction, and Federal Grants; Mr. James Grubbs, Superintendent; Mr. Grant Garverick, Board of Education Member

Absent: Mr. Brian Owens, Board of Education Member; Mr. Brian Carson, Board of Education Vice President

1 PRELIMINARY ITEMS

1.1 Roll Call

Meeting began at 6:15 PM

1.2 Pledge of Allegiance

1.3 Adopt Agenda Minutes

Approved

Motioned: Mr. Grant Garverick, Board of Education Member

Seconded: Mrs. Jennifer Kuns, Board of Education Member

Voter	Yes	No	Abstaining
Mr. Dennis Long, Board of Education President	X		
Mrs. Jennifer Kuns, Board of Education Member	X		
Mr. Brian Owens, Board of Education Member			
Mr. Brian Carson, Board of Education Vice President			
Mr. Grant Garverick, Board of Education Member	X		

2 REVIEW FORM RC-2

Review existing Schedule of Records Retention and Disposition (RC-2).

 [Records Retention.pdf](#)

 [IMG 0406.JPG](#)

 [IMG 0407.JPG](#)

 [IMG 0408.JPG](#)

3 APPROVE FORM RC-3

Approve Certificate of Records Disposal (Form RC-3) for submission to Ohio Historical Society and Auditor of State.

4 APPROVE UPDATED FORM RC-2

Review and approve updated Form RC-2 to reflect change in Responsible Official and Chairman, Records Commission from Mary T. Day to Charlene Parkinson.

Minutes

Approved

Motioned: Mrs. Jennifer Kuns, Board of Education Member

Seconded: Mr. Grant Garverick, Board of Education Member

Voter	Yes	No	Abstaining
Mr. Dennis Long, Board of Education President	X		
Mrs. Jennifer Kuns, Board of Education Member	X		
Mr. Brian Owens, Board of Education Member			
Mr. Brian Carson, Board of Education Vice President			
Mr. Grant Garverick, Board of Education Member	X		

5 ADJOURN

Meeting adjourned at 6:20 PM

Minutes

Approved

Motioned: Mr. Grant Garverick, Board of Education Member

Seconded: Mr. Dennis Long, Board of Education President

Voter	Yes	No	Abstaining
Mr. Dennis Long, Board of Education President	X		
Mrs. Jennifer Kuns, Board of Education Member	X		
Mr. Brian Owens, Board of Education Member			
Mr. Brian Carson, Board of Education Vice President			
Mr. Grant Garverick, Board of Education Member	X		