

District Records Commission Meeting

Board of Education

Galion Middle School Computer Lab

Tuesday, February 20, 2024

6:00pm - 6:15pm

Present: Dr. Jeffrey Hartmann, Superintendent; Mr. Mike Mateer, Board of Education Member; Mrs. Melissa Miller, Board of Education President; Ms. Kirsten Geyer, Board of Education Member; Mrs. Charlene Parkinson, Treasurer

Absent: Mr. Dennis Long, Board of Education Vice President; Mrs. Christi Eckert, Board of Education Member; Mrs. Melisa Watters, Director of Teaching and Learning

1 PRELIMINARY ITEMS

Attachments:

1.1 Roll Call

Attachments:

1.2 Adopt Agenda

Motioned: Mrs. Melissa Miller

Seconded: Mr. Mike Mateer

Voter	Yes	No	Abstaining
Mr. Mike Mateer, Board of Education Member	X		
Mrs. Melissa Miller, Board of Education President	X		
Ms. Kirsten Geyer, Board of Education Member	X		

Attachments:

2 FORM RC-2 SCHEDULE OF RECORDS RETENTION AND DISPOSITION

Recommend to approve attached Schedule RC-2 Schedule of Records Retention and Disposition.

Motioned: Mrs. Melissa Miller

Seconded: Mr. Mike Mateer

Voter	Yes	No	Abstaining
Mr. Mike Mateer, Board of Education Member	X		

Mrs. Melissa Miller, Board of Education President	X		
Ms. Kirsten Geyer, Board of Education Member	X		

Attachments:

[Records Retention 2.16.24.pdf](#)

3 ADJOURN

Meeting Adjourned at 6:10 PM

Attachments: