

ROLL CALL

Notice of this meeting was given in accordance with the provisions of Policy BD of the Green Local Board of Education, which were adopted in accordance with Section §121.22 of the Ohio Revised Code and the Ohio Administrative Procedures Act.

Sandi Cherry-Present **Rob Cline**-Present **Thom Davis** – Absent **Amber McCalvin**-Absent **Sandi Poe** - Present

Review Request For School Records Disposal

It is recommended that the Records Commission review the application for one-time disposal of records as listed below.

- Application from the Treasurer's Office
- Application from the Superintendent's Office

Records To Be Disposed

- Treasurer's Office
 - 2012 Board Agendas
 - FY 2004:
 - Vouchers
 - Receipt Books
 - Bank Statements
 - Payroll Bank Statements
- Superintendent's Office
 - Personnel Applications over a year old
 - Classified substitute nomination lists over a year old
 - Miscellaneous Correspondence over a year old
 - Memos over a year old
 - Substitute teacher nominations and applications over a year old
 - Substitute classified applications over a year old

Motion #1 Rob Cline moved to adjourn the meeting at 4:39 p.m. Sandi Poe seconded the motion.

Sandi Cherry Yes **Rob Cline** Yes **Thom Davis** Absent **Amber McCalvin** Absent **Sandi Poe** Yes
The president declared the motion carried.

Signed _____

Attested _____